IMPORTANT LETTERS

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MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION
GOVERNMENT OF INDIA
NEW DELHI
JULY : 1961.

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NON-OFFICIAL PARTICIPATION

Letter No. CPA/27(59)/P/55, dated the 23rd September, 1955, from Government of India, Community Projects Administration New Delhi, Non-Official participation to the Development Commissioners of All the State Governments.

Subject.—*Participation of Bharat Sewak Samaj in the Development Work in Community Development and National Extension Service Areas.*

I enclose a copy of letter No. 115/56, dated August 4, 1955 from the Secretary, Bharat Sewak Samaj, New Delhi to all their Pradesh and District Conveners, on the subject mentioned above. As public co-operation including participation of non-official voluntary agencies is an important pre-requisite for the successful implementation of the Community Development and National Extension Service programme, it will be appreciated if all Project/Block Officers are asked to take full advantage of the offer of assistance of the Bharat Sewak Samaj and also extend all possible facilities including technical and supervisory assistance as may be required by the workers of the Samaj in the implementation of their development schemes in the Project/Block areas.

Copy to Shri Siri Ram Puri, Adviser Funds, Bharat Sewak Samaj, 9-A, Theatre Communication Buildings Connaught Circus, New Delhi-1, with reference to his D. O. letter No. 115/55, dated the 17th September, 1955 to Shri Goswami.

BHARAT SEWAK SAMAJ

Central Office, New Delhi-1.
August, 4, 1955.

Instances have come to notice in which the Bharat Sewak Samaj workers have made, or become parties to, complaints against Government Officers. Not only the Bharat Sevak Samaj losses the good-will and co-operation of the officers concerned, but their subordinate officers also take a cue from their bosses and withhold their co-operation to its activities.

2. Bharat Sevak Samaj is a social service organisation and its purpose is to render 'Seva'. We need the good-will and co-operation of all sections of the people, most of all Government officers, with whom the closest collaboration is required for the fulfillment of its schemes. You are requested kindly to make known to all the B.S.S. members the views of the Samaj that it expects the members to keep absolutely aloof from complaints against Government Officers and Department.

3. A question which is often asked is : What should be relationship between the Bharat Sevak Samaj and the Community Project Administration ? The answer is simple. The Samaj's function is to rouse public enthusiasm for the development programmes of the country. Whether the programme is that of the Community Project Administration or is sponsored by some development organisation, it is the duty of the Bharat Sevak Samaj workers to lend their support to it and to rouse the enthusiasm of the public. So we have to give our assistance to the Community Project Administration in all its schemes. The whole country is going to be covered by the National Extension Service Schemes during the Second Five Year Plan, and the authorities would need all the assistance that the Bharat Sevak Samaj workers and members can give.

4. The relationship between Community Project Administration and the Bharat Sevak Samaj will be on a mutual assistance basis. Bharat Sevak Samaj workers will help the C. P. A. and N. E. S. authorities in their projects. Where a scheme in an area covered by the project or National Extension Services is sponsored by the Bharat Sevak Samaj, the C.P.A. and N.E.S. authorities will give possible assistance, particularly technical assistance. Supposing Bharat Sevak Samaj wishes to construct a library building, a well or a maternity centre, the help of the C.P.A. and N.E.S. authorities in the preparation of plans and estimates and for the loan of equipment may be sought. Their officers and village level workers can further be requested to exercise technical supervision over the progress of work. This arrangement has been agreed to between C. P. Administration and the Bharat Sevak Samaj. It should be given the widest publicity.

(Sd.) SIRI RAM PURI,

for *Secretary Adviser Funds.*

To

All Pradesh & District Conveners.

D. O. LETTER No. 21(4)/57-P, DATED THE 8TH MARCH, 1957 FROM SHRI B. R. TANDAN, SECRETARY, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS (BY NAME).

You may kindly refer to item (5) of the Summary Record of the Meeting of the Central Committee held on the 4th February, 1957 a copy of which was sent to you with our letter No. MCD/21(3)/P/57, dated the 9th February, 1957. So far as the Ministry of Community Development is concerned, action has already been taken in the matter

by setting up an informal Consultative Committee consisting of 44 Members drawn from both Houses of Parliament. As you know the underlying object is to secure the most effective participation of non-officials from the highest to the lowest level in this people's programme. This Ministry will be holding meetings frequently with the Consultative Committee. We expect that this will result in a better understanding of our programme and in the emergence of constructive suggestions. A list of the Members of the Central Informal Consultative Committee is enclosed.*

2. As desired by the Central Committee, the State Government/ Administration of the Union Territory may kindly consider the setting up of a similar committee as soon as possible after the General Elections. Members of Parliament on the Central Informal Consultative Committee on Community Development may be adopted as *ex-officio* members of the State Consultative Committee.

3. We shall be glad to be informed of the final action taken on this letter.

All Development Commissioners (by name).

LETTER No. 31(88)/57-TG, DATED THE 6TH AUGUST, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE CHIEF SECRETARIES OF ALL STATE GOVERNMENTS.

SUBJECT.—*Providing opportunities to constructive workers to study the programme of Community Development and N.E.S. on the field.*

As the programme of Community Development is intended to be a people's programme, it has always been an important objective to closely associate with its working the people's representatives at all levels, Members of Parliament, Members of the State Legislature, Members of District and Local Boards and of village Panchayats, without making any distinction as to their party affiliation. In pursuance of the same objective it is considered desirable to encourage all political parties to take up constructive work in rural areas. It is felt that this objective can be promoted, to some extent, by providing workers of the parties opportunity to study at first hand the nature and working of the Community Development Programme on the field. The State Governments are, therefore, requested, if they have no objection, to issue instructions to their Development Commissioners and through them to the Block Development Officers that when any political party desires that some of its workers should be given opportunity to acquire such knowledge of

*Not printed.

the Community Development Programme, this opportunity should be provided to their workers by attaching them to Blocks and asking the Block Officers to give them the facilities to study the working of the programme. It is not intended that any expenditure from the public Exchequer should be incurred on this, but the officers of the Block would be expected to help the workers of the political parties in finding accommodation and moving from village to village while engaged in studying the programme. They would also be expected to explain the working of the programme and help the workers to understand fully the rural conditions so as to give them a sufficient knowledge and background to become useful constructive workers. There would be no objection to these workers accompanying the officers on their tours, but it is not intended that transport should be provided for their separate movements.

2. It has to be emphasized that in working the policy above stated, there should be complete equality of treatment given to all political parties who wish to take advantage of the policy. The number of workers that can at any time be taken for attachment to Blocks will naturally have to be such as can be conveniently managed by the staff of the Blocks to which the workers are to be attached. The Development Commissioner will have complete discretion to select the blocks and will naturally select such blocks where the training can be best and most conveniently given. If the total number of workers which different political parties wish to be given such opportunity for study of the Community Development programme at any time exceeds the number which can be conveniently managed at one time, the number will have to be split up into several groups, each group being taken up in turn according to a worked out time-table, which will give a fair and equal deal to all parties.

3. In communicating the above instructions to their officers, the State Governments may kindly give any further instructions which they may consider necessary for the proper working of this scheme.

LETTER NO. 31(89)/57-TG, DATED THE 18TH SEPTEMBER 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/CHIEF COMMISSIONERS/ALL STATE GOVERNMENTS/ADMINISTRATIONS.

SUBJECT.—*The part which can be played by M.Ps. in assisting the Programme of Community Development.*

During the last session of Parliament, meetings of the Informal Consultative Committee for the Ministry of Community Development were held to review the programme of Community Development, with special

reference to the part that could be played by M.Ps. in assisting the programme. A note indicating agreed conclusions reached and practical suggestions for implementation is attached. Will you kindly give your earnest consideration to them, and implement them to the maximum extent possible, ensuring the co-operation of all authorities concerned ?

Enclosure

The part which can be played by M.Ps. in assisting the programme of Community Development.

The assistance which Members of Parliament can give to the Community Development Programme arises from their position as representatives of the people. They not only represent the views of the people, but also can do a great deal to encourage the growth of local leadership. With an intimate knowledge of their constituency, contact with the people, knowledge of the other parts of the country where they travel, and the wider view they have of the country from participation in the proceedings of Parliament, they are in a position to offer many suggestions to the workers on the programme for its improvement. The following suggestions are indicated as practical lines of action in this regard—

(1) M. Ps. will attend as many meetings as possible of the Block Advisory Committee and give their advice and suggestions at these meetings. Instructions have been issued to Development Commissioners to see that meetings of the Block Advisory Committees are also held during the time that Parliament is not in session to enable M. Ps. to attend.

A non-official out of those present should be elected to preside over meetings of the Block Advisory Committee, while the Collector or S.D.O. could function as convenor.

Decisions of the Block Advisory Committee will be binding. Any difference of opinion between the Block Advisory Committee and Block authorities can be resolved only under the orders of the State Government.

Minutes of all meetings of the Block Advisory Committee, as well as periodical progress reports of the Block will be sent to M. Ps. concerned.

(2) Members of Parliament will visit the Blocks in their constituency with a view to studying how the programme is functioning and what problems are arising. They will take special interest and do intensive work in *one block*, and the experience gained will be of value to other Blocks. They will give their suggestions to the Development

Commissioner. Adequate facilities for their visit will be arranged by the State authorities, and timely intimation of the visit will be given to them by M. Ps.

(3) Visit the Training Centres in their State, both belonging to the Central Government, and the State Government. They will like to stay at the Centres for a few days, and mix with the trainees and the staff. They will study the courses of training, see how the training is being imparted, and suggest to State Governments or the Central Ministry, ways and means for improving the quality of training. They can also check up the suitability and adequacy of the training by observing the performance on the field of the personnel trained out from the training institutions.

Members of Parliament can also study the method of recruitment followed for various categories of personnel working in the Community Development and N.E.S. programme and give their suggestions regarding improvement that can be effected.

(4) Members of Parliament can participate in the Village Leaders Training Camps to add to the dignity and importance of these camps and also to place their knowledge and experience before the trainees for their general enlightenment.

(5) Members of Parliament can organise study circles on the objective and programme of Community Development, with M.L.As. and local leaders participating in the study circles.

(6) Members of Parliament can assist members of State Informal Consultative Committees in the better understanding and participation in the programme. The State Consultative Committees would make a regular review of the programme in their periodical meetings. Notices of all meetings, and minutes will be sent to the M. Ps. concerned on the Central Informal Consultative Committee.

(7) Members of Parliament can help in educating the people in the philosophy and objectives of Community Development.

(8) Members of Parliament by putting questions and raising debate in Parliament on the subject of Community Development in regard to overall policy and programme can help in spreading knowledge and bringing about improvement in the programme.

(9) Members of Parliament especially the Members of the Informal, Consultative Committee will be invited to the Inter-State Seminars held by the Ministry every year. They will also be requested to participate, to the extent possible, in the "Seminars" at the proposed Institute of Study and Research on Community Development to be established in Delhi.

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(10) State Governments may consider inviting M.Ps. in the Consultative Committees to the Inter-State Seminars organised by them.

LETTER No. 4(14)/57-PC, DATED THE 18TH OCTOBER 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

SUBJECT.—*The part which can be played by M.Ps. in Assisting the programme of Community Development.*

In continuation of my letter No. 31(89)/57-TG, dated September 18, 1957, on the above subject, I write to request that when M.Ps. visit the blocks in their constituencies and send their suggestions to the Chief Minister or the Development Commissioner, a reply may be sent to the Member, and this Ministry may be kept informed of the action taken on the suggestions made by the M.P. This will be particularly useful to us for framing replies to Parliamentary questions, and at the discussions in meetings of the Informal Consultative Committee of Parliament for this Ministry.

LETTER No. 31(89)/57-TG-I, DATED THE 24TH DECEMBER 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO (1) THE PRINCIPALS OF ALL DEVELOPMENT OFFICERS' TRAINING CENTRES; (2) THE DIRECTORS/HONORARY DIRECTORS OF ALL SOCIAL EDUCATION ORGANISERS' TRAINING CENTRES.

SUBJECT.—*The part which can be played by M.Ps. in assisting the Programme of Community Development.*

I am directed to say that the Members of Consultative Committee for the Ministry of Community Development have made a number of suggestions regarding the part which the Members of Parliament could play in assisting the Community Development Programme. An extract of the recommendations of the Consultative Committee pertaining to the proposed visits of M.Ps. to the Training Centres in their State, both belonging to Central Government and State Governments is reproduced below :

"M.Ps. will visit the Training Centres in their State, both belonging to the Central Government and the State Government. They will like to stay at the Centres for a few days, and mix with the trainees and staff, They will study the courses of training, see how the training is being imparted, and suggest to the State Governments of the Central Ministry, ways and means for improving the quality of training. They can also check up the suitability and adequacy of the training by observing the performance on the field of the personnel trained out from the training institutions."

2. I am, therefore, to request that necessary facilities may be provided to M.Ps. during the period of their visit to your Training Centre and that all possible assistance by way of supplying information regarding training etc., be extended.

Receipt of this letter may kindly be acknowledged.

D.O. Letter No. 6(2)/58-PC, dated the 24th December, 1958, from Shri B. R. Tandan, Secretary, Ministry of Community Development, New Delhi, to Development Commissioners of all State Governments.

Subject.—*Informal Consultative Committee of the State Legislature.*

Minister(CD) wishes to know whether all political parties in the legislature are represented in the composition of the Informal Consultative Committee of the State Legislature on the Community Development Programme. I shall be grateful if you will kindly let me know the correct position in your State at an early date.

2. Minister (CD) has also received complaints from certain M.Ps. that, as meetings of the State Informal Consultative Committees are held during Parliament Sessions, they are unable to participate in them. You will appreciate that this practice deprives the Informal Consultative Committee of the State Legislature of the benefit of the counsel of the M.Ps. who are on the Committee, and who by now are very eager to contribute their thinking to this programme. It is therefore suggested that a few meetings of the Committee are also held between Sessions of Parliament. If this practice is not already in force in your State, we shall be grateful if it is adopted in future. I may add for your information that Parliament will be adjourned on the 24th December, and will meet again in February, 1959, so that you will have an opportunity of holding a meeting of the Informal Consultative Committee in January, 1959, when M.Ps. who are members of the Committee, would be able to attend.

TRAINING

D.O. Letter No. CPA/109(18)/53-PP/, dated the 3rd January 1954, from the Administrator Community Projects Administration, New Delh, to the Development Commissioners/Directors of Community Projects (All States).

In my D.O. No. PS/CP-938 dated October 8, 1953, addressed to Chief Secretaries of States, I had mentioned that it would be necessary to arrange a short orientation course for about 6 weeks for the Block Development Officers. I have since discussed the details of the training programme for the Block Development Officers with the Ministry of Home Affairs and have also had informal discussions with a few Development Commissioners. It is now proposed to set up 3 centres to provide training for the administrative staff (*i.e.* Block Development Officers) working in the Community Projects and the N.E.S. Blocks.

2. The training will consist mainly of :—

(a) Background orientation to objectives and methods of organization and operation of community projects and National Extension Service.

(b) Scientific and practical instruction and village field training in social education, extension methods, and materials; and

(c) Systematic instruction and opportunities to participate in group discussions regarding human relations in administration.

The period of training for each group will be for six weeks. Each centre will have facilities and staff to accommodate 25 officers. The training will consisı of lectures, group discussions and village work.

3. After each such training period, it is also intended to hold a seminar for 5 days. This will be attended by the higher administrative and supervisory staff in the States and districts having responsibility for Community Projects and National Extension Service. I think it will be found useful by all such officers to exchange their knowledge and experience and to see in proper perspective the emphasis on the various aspects of the programme, namely, social education, extension methods, human relations in administration, co-ordination and evaluation of progress etc.

4. It is also intended that before and after each training course for the Block Development Officers, the staff of the training centres should themselves go to the respective project areas and meet the project staff, so that they may be able to participate in discussing problems of administration, supervision, co-ordination and methods and techniques of

approaching village people. These visits, taking about 5 weeks each time, will keep the training staff at the centres in touch with the "grass roots" as a result of which, I believe, they will be able to guide the trainees properly. They will also be able to judge how the officers trained by them actually function in the field.

5. The entire cost of the training scheme will be borne by the Central Government.

6. I am enclosing a copy of the tentative syllabus* for the proposed training which has been drawn up in consultation with the Ministry of Home Affairs and shall be obliged for your comments and suggestions on it, if possible, by the 31st January, 1954.

7. We propose to start these centres by the 1st of April, 1954. The exact locations are under consideration and will be intimated later.

LETTER NO. CPA/109(18)/53-PP DATED THE 8TH MAY, 1954, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO ALL STATE GOVERNMENTS (INCLUDING JAMMU & KASHMIR AND N. E. F. A.).

SUBJECT.—*Training of Block Development Officers for Community Projects and National Extension Service Blocks.*

Certain State Governments have raised the following points in connection with the training of Block Development Officers for Community Project and National Extension Service Blocks deputed by them.

(1) To whom the Block Development Officers deputed for training should report for training;

(2) Whether the officers undergoing training will be treated as on tour during the period of training, and if so to what daily allowance they would be entitled to;

(3) Whether the officers undergoing training could take with them one peon each for the duration of the training period;

(4) Whether free boarding and lodging will be provided for the trainees at the Training Centre; and

(5) Any other information regarding any other cost per month which the trainees may have to provide.

By way of clarification to the points raised above, the following information is given.

*Not printed.

(1) The Block Development Officers deputed for training should report to the Principals of the centres concerned. The addresses of the Principals are given below :—

(i) Principal, Block Development Officers' Training Centre, *Nilokheri* (District Karnal).

(ii) Principal, Block Development Officers' Training Centre, Himayatsagar, Hyderabad (Deccan).

(iii) Principal, Block Development Officers' Training Centre, Dipatoli Camp near Ranchi, Bihar.

(2) The officers deputed for training and actually undergoing training will be paid a stipend at Rs. 75 per head per month for the duration of the training, and this will be disbursed to the trainees by the Principals direct at the centres. Travelling allowance to the officers deputed by State Governments for training will not be paid by the Government of India. It is, therefore, suggested that State Governments may provide for Travelling Allowance to their officers deputed for training under their own rules. In addition, State Governments may also consider the question of granting Daily Allowance to their officers at such rates as they may consider suitable.

(3) It is considered that no peon will be required to accompany the officers and as such no arrangements need be made in this connection.

(4) The officers deputed for training will be provided with free accommodation for the duration of the course. For boarding expenses, the officers will have to incur the expenditure.

(5) The trainees may have to go on tour to a few places, and they should be able to meet these touring expenses. State Governments are requested to render necessary financial assistance to the trainees on this account also.

LETTER No. CPA/15(26)/55-TP, DATED THE 3RD MARCH 1955, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS EXCEPT BHOPAL).

SUBJECT.—*Training of Block Level Extension Officers in Co-operation.*

A scheme for the training of Block Level Co-operative Officers has recently been approved by the Government of India. Under the scheme, eight Training Centres will be set up for the training of 800 Block Level Co-operative Officers who, it is presumed, would be required

every year in the II Five Year Plan period for co-operative work in connection with the implementation of Community Development and National Extension Service Programmes.

2. The first course of training will commence on the 1*st July,* 1955. A statement indicating the approximate number of officers which each State Government will need to train at the respective Training Centres is enclosed.

3. It is requested that the State Governments may please initiate action immediately to select the candidates as per their quota indicated by their programme of Community Project and National Extension Service expansion and indicate their readiness to send them for this training in the course commencing in July, 1955. Names and other particulars of the candidates selected may kindly be communicated to the Secretary, Ministry of Food and Agriculture, New Delhi and Secretary, Central Committee for Co-operative Training, Agricultural Credit Department, Reserve Bank of India, Bombay with a copy to this Administration so as to reach here and there before the 1*st May,* 1955. The Block Extension Officers (Co-operation and Panchayats) who are already employed in the existing N.E.S. and Community Projects and who did not have adequate training, should also be considered for this training.

4. *Qualifications of trainees.*—The persons selected for training should generally be graduates of Economics, Agriculture, etc., and of the same grade as would normally be required for intermediate grade of State Co-operative Service.

5. *Duration of training.*—The training would be for a period of 10 months with a short inter-term vacation.

6. *Content of training.*—It would consist of both theoretical and practical courses. The theoretical course would comprise the subject of Co-operative Laws, Co-operative Banking, Book-keeping and Accountancy, Organization and Development of Village Industries, Co-operative Marketing, Co-operative Farming, Labour contracts Societies, Rural Sociology and Rural Psychology. The basic philosophy of Extension Service as well as the desirability of working as a team with the Village Level Workers and other staff would be adequately emphasized. Practical training will consist of both observation of working of all types of co-operative institutions as well as the actual participation in the work of important institutions. Study tours will be arranged under competent guidance for covering the various fields of co-operative development. In addition, the trainees would be attached to well-organised institutions and required to work in it for a period of 2 to 4 weeks so that they may get an insight into the actual organization and working of such institutions.

7. *Stipends to trainees.*—The candidates who are best recruits and deputed for training will receive a monthly stipend of Rs. 50 each and will also be paid the expenses for travelling to the Centre of training and return, by the Central Government.

8. *Assurance of employment.*—Employment should be assured to only those among the candidates who complete the training successfully. This may be explained to the candidates before they are sent for training.

9. The Ministry of Food and Agriculture of the Government of India are taking steps for the selection of the staff, and of the sites for the location of training centres.

10. Immediate action as requested in para 3 will be appreciated.

ENCLOSURE

Statement showing the number of officers which each State Government is expected to train with a list of prospective groups for training purposes.

Group	Sl. No.	States	Number of trainees to be trained per year
I.	1.	Madras	75
	2.	Coorg }	20
	3.	Mysore }	
	4.	Travancore-Cochin	20
II.	5.	Bombay	70
	6.	Madhya Pradesh	46
III.	7.	Hyderabad	40
	8.	Andhra	46
IV.	9.	West Bengal	48
	10.	Orissa	33
	11.	Tripura	1
V.	12.	Assam	21
	13.	Bihar	89

Group	S. No.	State	Number of trainees to be trained per year
	14.	Manipur	1
	15.	N. E. F. A.	2
	16.	Utter Pradesh	135
VII.	17.	Vindhya Pradesh	8
	18.	Madhya Bharat	10
	19.	Rajasthan	33
	20.	Saurashtra	9
	21.	Kutch	1
	22.	Ajmer	1
	23.	Delhi	1
	24.	Punjab	28
	25.	Himachal Pardesh	1
	26.	Pepsu	8
	27.	Jumu & Kashmir	7
			754

Letter No. CPA101(45)/54-TP, dated the 23rd May, 1955, from Community Projects Administration, New Delhi, to The Development Commissioners/Directors of Communities Projects, All State Governments.

Subject.—*Supplementary Specialized training to Social Education Organisers to work in tribal and schedule caste areas.*

It has been found that the Social Education Organisers who are at present trained at the five Social Education Organisers' Training Centres are not fully equipped to handle special problems in tribal and schedule caste areas. With the decision to cover the entire country with N.E.S. Blocks by the end of the Second Five Year Plan Period, the number of such areas, will be large. The need for proper training in this sphere cannot be over emphasized. It has, therefore, been decided to establish a Centre at Ranchi under the auspices of the Bharatiya

Adimjati Sewak Sangh in which specialized training of three months' duration will be given to the Social Education Organisers. This will be *supplementary* to the training of five months now being given at the five Social Education Organisers' Training Centres.

2. The date of commencement of the Centre has been fixed for 15*th July,* 1955. In the meantime, it is requested that the State Governments may kindly initiate action for the selection of Social Education Organisers who will be deputed for the supplementary training in tribal welfare and their number and names communicated to this Administration by 20*th June,* 1955, at the latest.

3. No Social Education Organisers should be deputed unless a final communication regarding the allotment of seats to various States, and the exact location of the Centre at Ranchi has been received from this Administration. It is desirable that the candidates selected are Graduates with one or more of the following subjects :—

(a) Anthropology.
(b) Sociology.
(c) Social Psychology.
(d) Geography.
(e) Economics.
(f) Linguistics.
(g) Teaching (B.T.).

Failing these qualifications, graduates in such other subjects as Political Science, Botany, Zoology, Forestry, Agriculture, Food-Nutrition, Bio-Chemistry and Medicine may be considered.

4. A copy of the syllabus is attached for your information.

5. The trainees will have to bear the expenses on their boarding etc. as at other Social Education Organisers' Training Centres and the State Governments will as usual bear their T.A. and other such expenses. No stipend will be paid by the Community Projects Administration but the State Governments may consider grant of training allowance as is granted to Social Education Organisers by some State Governments deputed for training to the other five Social Education Organisers' Training Centres.

6. Particular attention is invited to the inconvenience caused to the trainees of numerous States due to non-payment of their salaries and allowances by due dates. Instances have come to light where due to delay in payment, the trainees were unable to pay their dues to the Centre and their families were in great difficulties. The State Governments should, therefore, ensure that trainees receive their salaries regularly by the 5th of every month. It is further suggested that as a

safeguard against delay, a reasonable amount may please be advanced to trainees before sending them to the Training Centres for meeting their travelling and other incidental expenditure and at least one months' messing charges at the Centres.

ENCLOSURE

ANNEXURE

COMMUNITY PROJECTS ADMINISTRATION

Committee for framing syllabus for special supplementary training course for Social Education Organisers working in Tribal areas.

The following members formed the Committee :—

1. Dr. Shrikant.
2. Prof. A. R. Wadia—Hyderabad Centre.
3. Shri G. Ramachandran—Gandhigram Centre.
4. Dr. Roy—Sriniketan Centre.
5. Dr. T. A. Koshy—Allahabad Centre.
6. Shri S. N. Tamhane } Nilokheri Centre.
7. Shri H. P. Saksena. }
8. Shri L. K. MacLaughlin—Ford Foundation.
9. Shri A. R. Deshpande. CPA.

The Committee discussed each and every item of the proposed syllabus. The syllabus for a three month's course, as it emerged after taking into consideration the additions, is given below.

SYLLABUS

Group I—*Social Sciences.*

1. Tribal Society and Tribal Social structure.

2. Origin, classification and distribution of tribal people over the country.

3. Comparative study of the different tribes in India.

4. Methods of approach to the tribal people for education, medical help and other schemes of tribal welfare.

5. Elementary principles of Social Anthropology.

6. Problems of inter-tribal harmony and harmony between tribals and non-tribals.

Group II—*Tribal economy, Civics and Co-operatives.*

1. Tribal economy, tribal markets, *mandis,* festivals and gatherings.

2. Problems of adjusting tribal economy to changing conditions.

3. Tribal methods of agriculture.

4. Shifting cultivation, terracing and irrigation.

5. Soil conservation by terracing and contour bunding.

6. Preservation of forests and wild life.

7. Forests produce and their utilization.

8. Forest Labour Cooperative Societies.

9. Grain gloas and gain banks and their working in different States.

10. Types of Social Work for tribal people.

11. The various Social Organisations doing welfare work among the tribals and their programmes of work.

Group III—*Tribal Extension Services.*

1. Health and hygiene in tribal areas.

2. Problems of drinking water and sanitation.

3. Customs Practices like witch craft and head hunting.

Group IV—*Social Education and allied subjects.*

1. Special problems of Social Education amongst the tribal people and programmes of Social Education.

2. Problems of literacy amongst tribal people—Methods and techniques necessary.

3. Problems of correlating Social Education with Primary and Basic Education in tribal areas.

4. Pattern of organisations for youth welfare, child welfare and woman welfare activities in tribal areas.

5. Tribal habits and customs, helpful and harmful to Social Education.

6. Tribal dances and tribal folk lore and songs.

7. Tribal games, sports, recreational and cultural activities.

8. Constitutional provisions and legislation about tribal people.

Group V—*Religion, History and Culture.*

1. Social customs of the tribals.
2. Tribal culture and religious beliefs, superstitions and taboos.
3. Tribal festivals.

LETTER NO. CPA/2(29)/55-TP, DATED THE 19TH JULY, 1955, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT.—*Study tours and In-service training to project personnel.*

As you are aware, the C.P. and N.E.S. schemes have been in operation for three years now and the Government of India have taken a decision to make N.E.S. the permanent pattern of administration. It is felt that the stage has now been reached when specific topics connected with Community Development Programmes may be studied by teams who have been connected with the implementation of the programme under the First Five Year Plan so that appropriate approaches may be decided upon for the Second Five Year Plan. It is proposed, therefore, to organise study tours and in-service training. The topics to be covered will include subjects like analysis of social forces for successful carrying out of Community Development Programme, the organizations needed to plan and execute works of development e.g., Panchayats, Cooperatives, Rural credit facilities, proper land system and training in democratic methods and leadership. Personnel at all levels will be associated with these study tours. It is proposed to launch the programme in the following six phases :—

Phase (1) :

Study tours outside India.—The proposal is to select about 40 to 60 top development staff who have administrative and teachnical responsibility for formulating and implementing the programme. It is also proposed to associate with the teams some person who has been evaluating the village development programmes. The people selected would travel in teams to selected countries. The selection of Development Commissioners for leading such teams would be made by C.P.A. The selection of Collectors, Project Executive Officers, Block Development Officers and specialists will be made by the C.P.A. on the recommendation of the Development Commissioners. The Development Commissioners in making their recommendations will, no doubt, give consideration to some such criteria as outstanding contribution of the individuals concerned to the programme, receptivity for new ideas and the prospects of continuance in the job which the person is doing for

a period of about three years and at least one year's practical experience in projects. This implies that no one will be selected who is within one or two years' of retirement.

The persons selected in any particular batch would be asked to undertake study of a particular facet of the programme, such as working of cooperatives, contour bunding and soil conservation, small scale and cottage industries, agricultural extension organisation, consolidation of holdings, youth and women welfare programmes, social education, etc. and the persons will be selected with reference to the subjects to be studied by the visiting teams.

Phase (2) :

Study tours within India for Project personnel at the Project, Block and Village Levels.—Development Commissioners will no doubt make selection of Project Executive Officers, Block Development Officers, Block Level Extension Officers and outstanding Village Level Workers who would benefit from such tours. The criteria to be applied in selection will be the same as mentioned in Phase (1). There are two categories of tours in this phase, *viz.*

(a) All India tour for about 100 persons; and

(b) Regional and specialized tours for about 400 persons.

The All India tour would cover important projects throughout the country, while the tours of the second type would be meant for study of particular facets of the programme. For example, a team could go to PEPSU or Mysore to study the working of youth clubs. Similarly, a team could be sent to Punjab to study consolidation of holdings. Another team could visit Bombay to study contour bunding. The teams could be made up of officers from different States, interested in the particular problem.

The funds required for these tours will be operated by the C.P.A. Arrangement would be made for the T.A. bills of the officers to be debited to this fund.

The selection of officers would be on the following basis :—

All India Tour :

(i)	By article contest	25
(ii)	Selection by the C. P. A. on the recommendation of the Development Commissioners	75
		100

Regional and Specialised Tours :

(i)	Senior Project Executive Officers/Block Development Officers from 1952-53 and 1953-54 Community Projects and Blocks	100
(ii)	Block Development Officers of N.E.S. Blocks to be selected on the basis of performance of work in their Blocks	200
(iii)	Block Development Officers of Tribal and backward areas including N. E. F. A.	25
(iv)	Selection at the discretion of Development Commissioners of others promising Block Development Officers, Extension Officers, Social Education Organisers and outstanding Village Level Workers.	75
		400

Phase (3) :

Study tours within India—Localised tours of Village Leaders.—These localised tours of village leaders will generally be confined to the State from which the leaders are drawn. Funds would be made available by the State Governments to the Development Commissioners for the purpose. The State Governments would be required to send to C.P.A. periodic reports about the utilisation of these funds. They will be recouped at suitable intervals and will cover 1,000 village leaders in all.

Phase (4) :

Short course in-service training in India for Village Workers and Block Specialists.—The proposal is to bring each year to each of the 25 out of 43 Village Level Workers' Training Centres run by the Ministry of Food and Agriculture an average of 25 Village Level Workers and Block Specialists for a six-week intensive short course in extension methods. Detailed arrangements will be finalised in consultation with that Ministry.

Phase (5) :

Organising systematic in-service training programmes at the Centre, State and Block levels as a corollary to phases (1) *to* (3) *above.*—The proposal under this phase is to organise systematic in-service training programmes at the Centre, State and Block/Project levels. It is proposed to appoint 29 Directors—one for each State (a communication will be sent shortly) on the basis that the expense will be shared between the Centre and the States for the purpose. Detailed arrangements will be communicated as soon as they are finalised.

Phase (6) :

In-service training to non-Governmental members.—This is a programme which will have to be worked mostly by the States on an intra-State basis and a part of the funds will be handed over to State Governments for this purpose. A sum of about Rs. 62,000 under this head would be earmarked for expenditure in respect of members of the Project Advisory Committees to be invited at the Inter-State Regional Seminars. A sum of about rupees one lakh would be placed at the disposal of the State Governments to meet the expenditure in respect of non-official members of Project Advisory Committees attending Intra-State Seminars. The State Governments would be advised to submit periodical reports.

2. The above is a broad outline of the various phases of the programme which is being communicated to the State Governments for their information at this stage. Separate communication will follow containing full details in respect of each phase of the programme, together with financial implications.

D.O. LETTER No. CPA/30(70)/55-PRG, DATED THE 23RD JULY, 1955, FROM SHRI U. L. GOSWAMI, SECRETARY, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS

You would perhaps recall the discussions which we had at the Simla Conference regarding the training of village leaders and young farmers. It was then felt that a stage had been reached when the programme for the development of village youth leadership needed to be organised on a systematic basis. The note that was circulated for the consideration of the conference on this subject stated :

"Experience in other parts of the world has shown that the major contributions for the long range success of extension work in citizenship development and the improvement of agricultural practices for food production and living standards has been through persons who are thrown up as natural leaders in the process of the organisation of youth activities. Young people respond very quickly to improved practices and in so doing in an organised manner they throw up their leaders. In other words, the organisation of youth activities acts as a process for the training of future leaders."

2. The conference wholeheartedly endorsed this statement and recommended that—

Subject to the finances being available, it would be of advantage to have an officer at the State level especially entrusted with responsibility of organising activities among village leaders and young farmers."

3. The Ford Foundation has now offered financial assistance to set up an organisation at the State and the Central level for a programme of Community activities among village people for children and youth with a view to stimulating and developing village leadership. This assistance which would be available over a period of three years is to be used to meet the costs of salaries, travel expenses and educational aids and materials for an officer at the Centre and one special officer in each State appointed for this programme. As usual, the Ford Foundation will meet the entire expenditure during the first year, 2/3rd during the second, 1/3rd during the third year and *nil* thereafter. The balance of the expenditure will have to be met by the Centre and the State Governments in the same proportion as in the case of recurring expenditure in respect to the Community Development and NES programme, *i.e.* 50:50. A rough estimate of the expenditure involved is indicated in the attached annexure.

4. As this arrangement involves financial liability on States particularly after the termination of external aid now offered I would like to know whether the assistance offered is acceptable to your State Government. As the reply to the Ford Foundation is to be sent at a very early date I shall be obliged if your reply could be sent to us to reach here by the 7th August, 1955.

ENCLOSURE ESTIMATED EXPENDITURE

(1) Pay and allowances of the State Director @ Rs. 600/- P. M.	Rs. 7200/- P. A.
(2) Steno-typist @ Rs. 150/- P. M.	Rs. 1800/- ,,
(3) T. A. & D. A. for Director @ Rs. 300/- P. M.	Rs. 3600/- ,,
(4) Education aids and meterials	Rs. 5000/- ,,
Total expenditure per annum	17,600/-

Letter No. CPA/2(50)/55-TP, dated the 6th September, 1955, from Community Projects Administration, New Delhi, to The Development Commissioners/Directors of Community Projects (All State Governments).

Subject.—*Study Tours and Inservice Training—Phase* (5).

Please refer to para 2 of this Administration letter No. CPA/2(29)/55-TP dated the 19th July, 1955. This communication deals with phase (5) of the programme—organising systematic inservice training programme at the Centre, State and Block levels—Staffing scheme.

Object.—The proposal under this phase is to request the State Governments to appoint an officer, designated as "Director of Inservice Training" who will organise Inservice Training for all personnel employed in community development work at the State, Block, Project and Village levels.

Qualifications.—Every effort may be made to recruit Directors with the following qualifications :—

(i) Successful experience in rural development work preferably as a District Development Officer, Project Executive Officer or Chief Social Education Organiser;

(ii) Strong personality but with highest quality for working in cooperation and demonstrated ability to lead, in contrast to exerting pressure, in accomplishing objectives;

(iii) Proven extra-curricular activities with aptitude for and willingness to sponsor group or people's activities;

(iv) Desire and capacity to converse with, and learn from, persons of all levels of the social structure;

(v) Intensity of interest in reading and learning; and

(vi) Creative mind with ability for creative simple writing.

Salary and allowances.—The salary of a Director may be fixed upto a ceiling of Rs. 750 p.m. inclusive of all allowances. Provision for travel expenses upto Rs. 300 p.m. may also be made. A sum upto Rs. 5000 *per annum*, may also be spent on Inservice training aids and materials. The expenditure for the first three years will be shared between the Centre and the States as follows :—

	Centre	States
1st year	(1) Full salary (2) Full travel expenses (3) Full expenses for training aids subject to a maximum of Rs. 5000/-	Nil
2nd year	(1) Half salary (2) No travel expenses (3) Half the amount on training aids, subject to a maximum of Rs. 2500	(1) Half salary (2) Full travel expenses (3) Half amount on training aids.
3rd year	(1) one-third salary (2) No travel expenses. (3) One-third the amount on training aids, subject to a maximum of Rs. 1700/-	(1) Two-thirds salary (2) Full travei expenses (3) Two-thirds the amount on training aids.

The expenditure on the Director after the first three years will be borne entirely by the State Governments.

If the proposal is acceptable to the State Government, on the terms and conditions indicated above, I am to request that the same may kindly be intimated to this Administration. Very early action may also kindly be taken for the recruitment and appointment of Directors, and the pay and travel expenses (subject to the ceilings indicated above), which have been fixed may kindly be intimated to this Administration, so that necessary arrangements may be made for the provision of funds. The names of the Directors so appointed along with a brief statement of their qualifications and experiences may also please be forwarded to this Administration. It is proposed to organise centrally a short training camp for these officers sometime in the month of October, 1955.

D.O. Letter No. CPA/I(50)/55-TP, dated the 25th November, 1955, from Community Projects Administration, New Delhi, to The Development Commissioners of All Part 'C' States.

Subject.—*Study Tours and Inservice Training—Phase*(5).

Please refer to this Administration letter of even number dated the 6th September, 1955, on the subject noted above.

It has been represented by some Part 'C' States that in view of the comparatively small area which constitutes Part 'C' States, at present, the appointment of a Director for Inservice Training exclusively to organise Study Tours and Inservice Training programmes is not necessary. This Administration has considered the matter further and agree with this view.

Part 'C' States may not, therefore, take steps to appoint an exclusive officer for organising Inservice Training programme but may entrust this assignment to one of the officers connected with the Community Development Programme at the State level.

D. O. Letter No. CPA/30(70)/55-PRG, dated the 22nd December 1955, from Shri Krishan Chand, Joint Secretary, Community Projects Administration, New Delhi, To All Development Commissioners of All State Governments by name.

Please refer to Shri Goswami's D.O. Letter No. CPA/30(70)/55-Prg. dated the 23rd July, 1955 regarding the training of village leaders and young farmers. The majority of the State Governments have agreed to participate in the programme on the terms and conditions indicated in Shri Goswami's letter. Government of India has accordingly

accepted the financial assistance offered by the Ford Foundation to set up an organisation at the State and the Central level, for a programme of community activity among village people for children and youth, with a view to stimulating and developing village leadership.

The assistance, as already stated would be for a period of 3 years; the Ford Foundation meeting the entire expenditure during the first year, two-third during the Second and one-third during the third year and nil thereafter. The balance of the expenditure will be met by the Centre and the State Governments in the same proportion as in the case of recurring expenditure in respect of the Community Development and N.E.S. programme *i.e.* 50:50. *No expenditure after 3 years would be met either by the Ford Foundation or by the Centre.*

I am, therefore, to request that early steps may now be taken to appoint a Director at the State level, who will work directly with the Development Commissioner. The activities at the district and Block level will be fostered through the Social Education Organisation. I shall be grateful if you kindly inform me, as soon as an Officer is appointed for this purpose. His name along with his curiculae vitae may also kindly be intimated.

A further communication regarding the financial arrangements in this regard and other connected matters will follow.

Letter No. CPA/3(52)/55-TP, dated the 26th April 1956, from the Government of India, Community Projects Administration, New Delhi, to The Development Commissioners/Directors of Community Projects (All State Governments).

Subject.—*Extension of period of orientation training to 8 weeks to Block Development Officers.*

It has been generally observed that the existing period of six weeks for orientation training, which is imparted to the Block Development Officers at the three training centres located at Nilokheri, Ranchi and Hyderabad, is inadequate to enable the Block Development Officers to get a thorough orientation. At the time of prescribing this period, it was hoped that all the Block Development Officers would be drawn from the existing State services and would have adequate experience of administrative work, before they were appointed as Block Development Officers. As such, a period of six weeks was considered adequate.

But experience has shown that generally the Block Development Officers deputed by the State Governments for training to our centres, do not possess sufficient administrative experience to enable them to get acquainted with the contents of the Community Development Programme in a period of six weeks only.

In the last Conference of Principals and Directors of the Training Centres which was held in Delhi in December, 1955, it was, therefore, agreed that this period should be extended to at least eight weeks. The Government of India have carefully considered this recommendation and in the light of what has been stated above, has accepted it. Accordingly the subsequent courses of training at the Development Officers' Training Centres would be of eight weeks duration. Break between two courses will not exceed two weeks. It is hoped that the extension of period would meet the essential requirements of orientation training.

A separate communication will follow intimating the dates of the commencement and conclusion of the subsequent courses at the respective training centres.

D.O. No. CPA/28(20)/56-TG/408, DATED MAY 21, 1956, FROM THE ADMINISTRATOR, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONER OF ALL STATES.

Please refer to pages 176-182 of the Agenda Notes (bound volume) circulated in connection with the Fifth Development Commissioners' Conference held recently at Nainital. These pages relate to a a proposal to set up an Institute on Community Development to facilitate Advanced Training, Research and Seminar discussion on the problems of community development. It is a pity that for lack of time and other reasons it was not possible for us to arrange a full discussion on this item in the Plenary session. The subject was, however, discussed at a Special Sub-Committee meeting held at Nainital on 6th May, 1956. A copy of the record of discussion is attached.

The matter has been discussed further and it is felt that the Central Government should be prepared to set up the Institute on its own, welcoming such assistance as we may receive from foreign sources, provided the State Governments welcome the proposal and are prepared to make full use of the Institute. I shall be grateful if you will kindly have the question examined and let me have your comments and suggestions at a very early date.

ENCLOSURE

Summary record of the special Sub-Committee meeting held at Nainital on May 6, 1956, to consider the proposal to set up an Institute of Community Development.

Present :

Shri B. R. Tandon, Adviser, Planning Commission.

Shri M. S. Randhawa, Vice-Chairman, ICAR, and Addl. Secretary, Ministry of Food and Agriculture.

Shri K. Radhakrishnan, Principal, IAS Training School.

Shri B. Mukerji, Chief Secretary, Government of Orissa.

Shri H. Banerji, Development Commissioner, West Bengal.

Shri N. E. S. Raghavachari, Addl. Development Commissioner, Madras.

Shri E. N. Mangat Rai, Development Commissioner, Punjab.

Capt. S. P. Mohite, Addl. Development Commissioner, Bombay.

Shri D. P. Singh, Director, Planning Research & Action Institute, Lucknow.

Dr. V. Nath, Director, Programme Evaluation Organisation.

C.P.A. :

Shri S. K. Dey.

Shri U. L. Goswami.

Shri R. Jagannathan.

Shri G. F. Mankodi.

Dr. Subhas Dhar.

Administrator explained at some length the underlying idea behind the proposed Institute. He said that the proposed Institute would have two aspects, *viz.*, research and seminar discussions. We are being faced increasingly with problems in the administration of this programme which require to be considered rather carefully. The pressure under which work is growing these days makes it impossible for anybody, while engaged in his normal work, to give concentrated thoughts to these problems. We are also approaching a stage in our programme where we can seek no light from precedents. It was, therefore, felt that it would be a good idea if the top administrators from different States and Heads of Technical Departments directly concerned with the implementation of the programme as well as leading non-officials interested in the programme, could get away for some time (say, 2 to 3 months) from their day-to-day work and discuss problems of common interest in carefully organised seminars. Seminar discussions will inevitably suggest important problems of research. The emphasis will be on applied research or action research on current problems faced by the project personnel as opposed to fundamental research.

It is with these objectives in view that the idea of an "Institute of Study and Research in Community Development" was conceived. It is also envisaged that in course of time the Institute will provide opportunities to visiting foreign experts to study India's community development programme more earnestly and intensively than has been possible hitherto. In other words, the Institute is to become a pool of world experience in community development.

Those attending the Institute, particularly the officials, could be treated as being on study leave during the period of their absence from duty. The participants should receive generous allowance and should be assured of reasonable standard of comforts and facilities regarding accommodation, etc., near the site of the Institute where they could stay with their families, if they so desired.

In the course of the discussion that followed, Shri Mangat Rai, Development Commissioner, Punjab, narrated his experience at the Administrative Staff College in England and generally supported the idea of setting up an Institute of the kind we have in view for our special purposes. He, however, cautioned against the danger of bringing together people with unlike mental development and capacities. According to him, no real contribution was possible under such circumstances.

Shri D. P. Singh, Director, Planning Research and Action Institute, Lucknow, suggested that the proposed Institute should be a research-*cum*-action institute. Research not related to the problems at ground level will be of very little practical value. He also suggested that there should be, in addition to the Central Institute, a number of Regional Institutes of this type. The Lucknow Institute could probably function as one such Regional Institute.

It appeared in the course of discussion that there was no difference of opinion about the desirability of setting up an Institute of this kind. Some doubts were, however, expressed regarding the translation of the idea in actual practice. It was envisaged that the State Governments were likely to be somewhat reluctant to release their top officers for two to three months during the Second Five-Year Plan when all their administrative staff would be more than fully occupied in the implementation of the Five-Year Plan. The experience gathered in connection with the All-India Study Tours, foreign tours and other programmes of similar nature indicated that there might be some resistance to the sort of training-*cum*-research seminars and, consequently, it may not be possible to draw into the Institute the type of persons who were likely to make a real contribution to the programme. There was also the difficulty of getting the requisite number of suitable instructors.

After some further discussion it was agreed that a beginning should be made to set up the proposed Institute. In order to avoid the difficulties likely to be caused by any prolonged demand on the time of top-level administrators, it was suggested that the period of study and seminar should not exceed one month or 6 weeks to start with. It was also suggested that the attendance at the Institute should be in batches of 60 of whom not less than 40 should be officials. The non-officials should be drawn from among the interested Ministers, M.Ps., University Professors and Lecturers, Business executives, etc.

It was understood that the Ford Foundation were prepared to finance the Institute for the first five years. Regarding the management of the Institute, it was suggested that there should be a Governing Body with the Prime Minister as Chairman, and distinguished non-officials interested in the programme of Community Development and some official (both Central and States) as members. The Director of the Institute should preferably be an outstanding non-official interested in the Community Development and National Extension Service Programme.

EXPRESS DELIVERY

No. CPA/19(50)/56-TG. GOVERNMENT OF INDIA COMMUNITY PROJECTS ADMINISTRATION NEW DELHI, JULY 26, 1956. TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS OF ALL STATE GOVERNMENTS.

SUBJECT.—*Expert Committee on Training.*

The Programme Evaluation Organisation, in their report on the second year's working of the Community Projects, suggested that the whole subject of training (of Gram Sevaks and other personnel) including content, organisation, selection of trainees, inspection and evaluation need a comprehensive resurvey at the hands of an Expert Committee. A recommendation on similar lines was also made at the Development Commissioners' Conference held at Simla in 1955.

2. In pursuance of the above, a Committee has been set up consisting of the following :—

(i)	Shri M. S. Randhawa, ICS, Chairman, I. C. A. R. and Ex-officio Addl. Secretary to the Government of India, Ministry of Food & Agriculture, New Delhi.	Chairman
(ii)	Shir K. Radakrishan, ICS, Principal, I.A.S. Training School, Delhi.	Member
(iii)	Shir S. C. Roy, Agricultural Extension Commissioner, Indian Council of Agricultural Research, New Delhi.	Member
(iv)	Shri A. D. Bohra, Director (Training), Community Projects Administration, New Delhi. . . .	Member-Secretary

3. The terms of reference of the Committee are :

(a) to examine the entire subject of training, both initial and follow-up, and make suitable recommendations in respect of the following categories of Project Personnel :—

(i) Gram Sevaks,

(ii) Gram Sevikas,

(iii) Social Education Organisers,
(iv) Block Development Officers,
(v) Orientation Training of Health Personnel,
(vi) Block Level Subject-Matter Specialists,
(vii) Extension Officers in Cottage Industries (including Village Industries),
(viii) Extension Officers in Cooperation,
(ix) Miscellaneous *i.e.,* Multi-purpose Overseers.

(b) the examinations would include :—
(i) method of selection of trainees,
(ii) contents of the training,
(iii) organisation of the training programme,
(iv) inspection of training centres,
(v) evaluation of the training programme.

4. The Committee proposes to visit a number of selected Training Centres of all categories in various regions of the country and have discussions with the Development Commissioners and other Heads of Departments. A tentative list of Training Centres to be visited is given at annexure III. But before doing so, they would like to have factual information from all the State Governments and selected Training Centres and their views on the subject. In this connection enclosed with this letter is Annexure* I which has been divided into three parts *viz.,* (1) information to be furnished by State Governments, (2) information to be furnished by Training Centres, and (3) questionnaire for the State Governments and Training Centres. A note giving factual information showing present method of recruitment, syllabus, educational qualifications, age limits, etc., is appended as Annexure II (1)* The views expressed from time to time on these matters by Observers from abroad and the various Conferences of Projcet Personnel and training staff are at Annexure II(2).

5. I shall be grateful if the State Governments kindly furnish the required information as indicated below at an early date but not later than 15 days after the receipt of this letter. 5 copies of each category may please be furnished. Spare copies of Annexure I are sent herewith.

(i) All State Governments	Annexure*— I (1) Part 'A' & Annexure*— I (3) Part 'A'
(ii) State Governments with Training Centres (Gram Sevaks Basic and Extension, Gram Sevikas and Group Level Workers).	Annexure*— I (1) Part 'B' & 'C' and Annxeure*— I (3) Parts 'B' 'C' and 'D'

*Annexures not printed.

The State Governments are also requested kindly to furnish any other information which they may consider useful for the Expert Committee.

6. Advance copies of this letter are being sent to the Training Centres direct.

An early action would be much appreciated.

EXPRESS DELIVERY

LETTER NO. CPA/2(12)/56-TG. DATED THE AUGUST 17, 1956 FROM COMMUNITY PROJECTS ADMINISTRATION NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

This is to bring to your notice the happy experience that the States of Assam and Madras have had on initiating Seminars of technical personnel of different development departments. They had the seminars of Overseers and Engineers, of Social Education Officers, of Veterinary Officers, of Agricultural Officers and of Medical Officers etc.

This has had the advantage of clearly bringing out a crystalised conception of the place of each one of them in the programme of National Extension Service and Community Development, and how best each can contribute to this national effort. I write this to suggest that your State may also consider having each year a series of seminars on the above lines so that the various departments involved in the rural development programme may contribute their best with full knowledge of what they are supposed to do and how they are to carry out the programme. It may be convenient to group together allied activities for the purpose of organising these Seminars. For example, you could have

(a) a Seminar of State, District and Block level functionaries in the Agriculture, Animal Husbandry and Cooperative Departments;

(b) a seminar of similar functionaries in the Irrigation and Public Works Departments;

(c) a similar Seminar of the representatives of Health, Education (including Social Education) and Tribal Welfare Departments and of organisations, official as well as non-official, interested in Social Welfare activities among women, youth and children; and

(d) a Seminar of the official and non-official workers at various levels in the State, in the field of village and Small Scale Industries.

Some of the States have in a very practical manner solved the problem of properly utilising the permanent National Extension Staff by entrusting to them the execution of the various developmental schemes and providing funds from the departmental budgets. Seminars, such as these will very much help clarification of these functions and make for better speed and efficiency in the execution of the Five Year Plans of the States in the various development departments, and at the same time enlist increasing popular initiative and assistance in implementing the State's schemes. I shall be grateful to have a line in reply giving your reactions and letting us know the time schedule of such seminars so that CPA may instruct concerned Specialist Officers and Advisers to attend such seminars, as far as possible, and be of such assistance as may be possible. The proceedings of such seminars may invariably be sent to us so that any new facets of the programme brought out in any State could be communicated to other States for such benefit as they might draw from the same.

LETTER NO. MCD/25(5)/56-TG. DATED NOVEMBER 8, 1956, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT (COMMUNITY PROJECTS ADMINISTRATION) NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT.—*Training of Block Level Extension Officers in Cooperation —Extension of period of training.*

In continuation of this Ministry letter No. CPA/15(26)/55-TP, dated 23-3-1955, on the above subject, I write to say that the present duration of the training course for Block Level Co-operative Officers *viz.*, for a period of 10 months with a one month's mid term vacation has been found inadequate for effective training. With a view to bring efficiency in the training course, it has been decided by the Standing Sub-Committee of the Central Committee for Co-operative Training that the period of course for the training of Block Level Co-operative Officers should be extended to 11 months with one month's mid term vacation.

2. I may add that during this mid term vacation no stipend will be paid to the trainees as they would not be incurring any expenditure during the period for which stipends are intended. They will, however, be paid usual travelling allowances for going home and coming back. It is, therefore, requested that the State Governments may kindly keep in view these revised arrangements.

Please acknowledge receipt.

• LETTER No. MCD/28(28)/56-TG, DATED 8TH NOVEMBER, 1956, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT.—*Training of Extension Officer (Industries).*

The Fifth Development Commissioner's Conference held at Nainital in May, 1956 had recommended that training programme undertaken by the Ministry of Commerce & Consumer Industries and Ministry of Production should be expanded in order to train the requisite number of Extension Officers (Industries) for all Community Development blocks and N.E.S. areas. It was also recommended that a common course of integrated training should be given to all these officers.

2. Pursuant to this recommendation this Ministry took up the matter with Ministry of Commerce and Consumer Industries and Ministry of Production, as also with the representatives of the All India Khadi and Village Industries Board. This matter was also considered by the Action Committee. As a result of these discussions it has now been decided that the 6 months course at Small Industries Service Institutes be reduced to 4 months and the Khadi Gram Udyog Maha Vidyalaya's course be reduced from 12 months to 8 months, so as finally to have an integrated training programme extending for a total period of 12 months (4 months, 8 months) for each Extension Officer. The training for an initial period of 4 months will be given in the various Small Industries Service Institutes under the Small Scale Industries Board and the remaining 8 months in the Khadi Gram Udyog Maha Vidyalayas organised by the All India Khadi and Village Industries Board.

3. Ministry of Commerce and Consumer Industries in their letter No. 38-L.I. (B) (49)/56 dated the 19th October, 1956 (copy enclosed for ready reference) had intimated to the State Governments that Central Government would be prepared to share 50% of the expenditure on the salaries and allowances of all the additional officers employed by the State Governments as part of their Industries Department set up. The Extension Officer (Industries) is included as one of the functionaries in this additional staff. The Ministry and further suggested that these Extension Officers should be appointed on probation, before they are sent out for training. During the training period these officers could be paid their regular salaries instead of stipend and that 50% of the expenditure on their salaries and allowances during this period of training would also be borne by the Central Government.

4. In view of this it is suggested that the State Governments may consider so appointing these Extension Officers on probation to be confirmed on successful completion of training and then sent up to the various training centres.

5. This integrated training will be operative from the next course at the Small Industries Service Institutes commencing from the 15th November, 1956 for which officers have already been deputed. These officers after their 4 months training at these Institutes will go for further course of 8 months at the Khadi Gram Udyog Maha Vidyalayas organised by the All India Khadi and Village Industries Board. This would require modification to any instructions that the State Governments might have issued to the trainees regarding the period of their training, raising it from 6 months to 12 months.

7. The receipt of this letter may kindly be acknowledged.

ENCLOSURE

Immediate

Copy of letter No. 38-L.I.(B) (49)/56 *dated the* 19*th October,* 1956 *from Deputy Secretary to the Government of India, Ministry of Commerce and Consumer Industries, New Delhi to All State Governments (Except Coorg and NEFA).*

Sir,

I am directed to refer to Section 3 of Office Memorandum No. 52-S. S. I.(66)/55, dated the 4th June, 1955 of the late Ministry of Commerce and Industry, wherein the Central Government undertook to bear 50% of the expenditure on the salaries and allowances (excluding T.A.) of all *additional* staff (excepting those employed for handloom industry) employed by the State Government on small scale industries.

2. It has been represented by Ministry of Community Development (CPA) that the State Governments are experiencing difficulties in providing Extension Officers (Industries) for village and small scale industries in the N.E.S. and C.D. Blocks situated in their States. It is, however, imperative that each N.E.S. and C.D. Block should be provided with one Extension Officer (Industries). It is, therefore, requested that immediate steps may please be taken by all State Governments to strengthen their staff in the Industries Department with a view to providing these Extension Officers for village and small scale industries in the N.E.S. and C.D. Blocks in their States. It is understood that these Extension Officers would be borne on the cadre of Industries Departments of State Governments. The Central Government will be prepared to bear 50% of the expenditure on the salaries and allowances (excluding T.A.) of all these additional officer's employed by the State Governments in the N.E.S. and C.D. Blocks. These Extension Officers (Industries) should be appointed, on probation, and sent on training. During the period of training also the Central Government would bear 50% of the expenditure on salaries and allowances (excluding T.A.) of these officers.

3. I am to request that immediate steps may kindly be taken for recruitment of this additional staff as the integrated training course for one year arranged by the Small Industries Service Institutes of this Ministry and the Mahavidyalayas of the All India Khadi and Village Industries Board of these Extension Officers (Industries) will commence on the 15th November, 1956.

LETTER No. MCD/3(49)/55-TG, DATED DECEMBER 26, 1956, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS EXCEPT JAMMU & KASHMIR).

SUBJECT.—*Practical Training of Officers of the State Civil Services in Community Project and National Extension Service Blocks.*

In continuation of this Ministry letter of even number dated 17-6-1955, I am directed to forward herewith a copy of letter No. 28/15/56-AIS(I), dated 10-12-1956, issued by the Ministry of Home Affairs, on the above subject, for your information and necessary action.

2. The action taken in the matter may please be communicated to this Ministry in due course.

ENCLOSURE

Copy of letter No. 28/15/56-*AIS(I), dated* 10-12-1956, *from the Deputy Secretary to the Government of India, Ministry of Home Affairs, New Delhi to the Chief Secretaries to the Governments of all States except Jammu and Kashmir, copy endorsed to the Secretary to the Government of India, Ministry of Community Development, New Delhi.*

SUBJECT.—*Practical training of officers of the State Civil Services in Community Project and National Extension Service Blocks.*

It will be recalled that in this Ministry's letter No. 2/43/55-AIS (I), dated the 7th June, 1955, it was recommended to the State Governments that as part of their regular training, Indian Administrative Service officers should be made to work as Village Level Workers and Block Development Officers and the State Governments had accordingly included a short course of practical training in Community Project and National Extension Service Blocks in the programme of training of the Indian Administrative Service officers in the States. The Government of India are not aware if a similar course of training in Community Project and National Extension Service is given to officers of

the State Civil Service at same stage or other. As the State Civil Service is a feeder service to the Indian Administrative Service, the Government of India are of the view that they should also receive a similar kind of training in Community Project and National Extension Service Blocks.

2. It is hoped that the State Governments will accept this suggestion and take steps to arrange for such training for officers of the State Civil Service. The action taken in the matter and the comments of the State Governments, if any, may kindly be communicated to this Ministry at an early date.

LETTER NO. MCD/8(7)/56-PP, DATED DECEMBER 29, 1956, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS OF ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT.—*Recruitment and training of Block-Level Progress Assistants.*

A copy of the note on the above subject considered at the Development Commissioners' meeting held in New Delhi on 11 December, 1956 is enclosed. The suggestion made in para 4 of the note was accepted by the Development Commissioners. It is, accordingly requested that further necessary action may kindly be taken immediately in consultation with the Directors of the State Statistical Bureaus, under intimation to this Ministry.

MINISTRY OF COMMUNITY DEVELOPMENT

ENCLOSURE

Supplementary Item For the Development Commissioners meeting on 11-12-1956.

SUBJECT.—*Appointment and training of Block-level Progress Assistants.*

In the permanent staffing pattern of an N.E.S. Block, Provision has been made for a Block-level Progress Assistant for handling administrative intelligence work, *vide* C.P.A. letter No. CPA/13(18)/P/56 dated the 10th July, 1956. In view of the nature and range of the statistical work involved, it is necessary that the Progress Assistants are recruited, trained and placed in position as early as possible.

2. A note on the subject prepared in consultation with the Central Statistical Organisation, Cabinet Secretariat is enclosed. The note was considered at the Fifth Joint Conference of Central and State Statisticians held at Lucknow during November 28, to December 4, 1956. The recommendations of the Conference are given in the Annexure to the note.

3. The cost of training per year per state was roughly estimated as follows :—

200 lectures per training course of 8 weeks-two courses a year *i.e.*, 400 lectures. Honoraria at Rs. 20 per lecture for 400 lecture...............	Rs. 8,000
Miscellaneous expenditure (T.A. contingency etc.)	2,000
Total	10,000

(It is assumed that the training could be imparted in the offices of the State Statistical Bureaus where suitable halls are available, so that no separate expenditure for building seems necessary.)

4. Attention is invited in this connection to paragraph 11, pages 2-3, of the Annexure where certain suggestions have been made regarding sharing of expenditure between the Centre and the States. Since the expenditure involved is very small—approximately Rs. 10,000 per year per State—the Ministry of Community Development considers that it will greatly facilitate matters and ensure prompt action, if the Development Commissioners will kindly agree to find the amount out of State Governments' own resources.

5. State Governments, who have not yet recruited the necessary staff for appointment as Block-Level Progress Assistants, may kindly do so at an early date and arrange for their training in consultation with the Directors of the State Statistical Bureaus.

MINISTRY OF COMMUNITY DEVELOPMENT

Enclosure

A note on the training of Progress Assistants (Statistical personnel at the Block level) for handling Administrative Intelligence work under the Community Development and National Extension Service Programme.

The Fifth Development Commissioners' Conference held at Nainital in May, 1956 generally endorsed the recommendations of the Calcutta Seminar on Administrative Intelligence. The Conference also approved the C.P.A. suggestion for the appointment of a Progress Assistant at each Block Headquarter for handling all statistical work at the Block level. It was recommended that the Progress Assistant may be given a total salary of Rs. 125 per month in a suitable scale prevailing in the State. Considering the different pay scales obtaining in different states, it is likely that the actual pay of Progress Assistants may vary from state to state.

2. Keeping in view the phasing of C.D. and N.E.S. Blocks during the Second Five Year Plan, the number of Progress Assistants required from year to year is indicated below :—

Year	Requirements (cumulative)
1956-57	1,200* + 500 = 1,700
1957-58	1,700 + 650 = 2,350
1958-59	2,350 + 750 = 3,100
1959-60	3,100 + 900 = 4,000
1960-61	4,000 +1000 = 5,000

To arrange adequate training of 5,000 Progress Assistants will, no doubt, be a difficult task. It will involve careful planning and require the cooperation of all concerned. Nevertheless, the necessary training must be provided. Otherwise, the very purpose of appointing this category of the staff will be defeated.

The object of training will be to provide the Progress Assistants a working knowledge of practical statistics in relation to the Community Development and National Extension Service Programme and to assist them in developing a uniform system of reporting, processing, compilation and analysis of data. Actually important is the need for uniform interpretation of the C.P.A. schedules etc. by the Progress Assistants, at the Block level. If the instructions are not understood or followed properly, defective statistics are likely to be furnished by the persons working at the base and, in that event, the very object of the analysis—however scientific at the higher levels—will be defeated. This may prove quite dangerous particularly when inter-state and inter-Block comparisons are involved. It is, therefore, of utmost importance that the Progress Assistants be properly trained for the job and satisfactory arrangements made in this regard.

4. Now that the State Administrative Intelligence Units have either been or are in the process of being integrated with the State Statistical Bureaus, the primary responsibility for the training of Progress Assistants should rest with the Heads of State Statistical Bureaus. Each of the 14 re-grouped States should, therefore, arrange its own training programme. Some of the neighbouring States may have to keep a few seats for the training of Progress Assistants from the Union territories, *viz.*, Delhi, Himachal Pradesh, Manipur, Tripura, and Andaman & Nicobar Islands and also NEFA. The facilities available with the State Statistical Bureaus may have to be supplemented where necessary. The

*Approximately 1,200 Blocks were taken up during the First Five Year Plan.

various training Centres run by the Ministry of Community Development for the training of Block Development Officers and the Social Education Organisers can be used for this purpose. Training may also be arranged, if necessary, at the Indian Statistical Institute. Calcutta and other stations where the State Statistical Bureaus can provide the necessary facilities without much difficulty.

5. In order that training may be imparted effectively and efficiently, it is suggested that at each Centre the number of trainees in each batch should not exceed 50. Keeping in view the large number of Progress Assistants who will have to be provided training during the Second Five Year Plan, it would be desirable to held at least 3 training courses in a year. The period of training should normally be six weeks.

Qualifications of Progress Assistant

6. Considering the total number of Progress Assistants required and the salary they will get, it is felt that the standard of qualification should not be pitched too high. A Second class Bachelor's degree in Economics/Statistics/Mathematics/Science/Agriculture will, perhaps, to. Preference may be given to candidates having some experience of field survey or handling data, but this need not be insisted upon.

Syllabus of training

7. The syllabus training for the Progress Assistants may be laid down as under :—

I. *General* (one week).

(a) History and background of the Community Development and National Extension Service Programme—Content and scope of the Programme.

(b) Geography and characteristics of the region-maps.

(c) Structure of village administration—normal service agencies.

(d) *Administrative Intelligence* :

(i) What is Administrative Intelligence ?

(ii) Administrative Intelligence in relation to the CD and NES programme.

II. *Current Statistics and sources* (one week).

Population, employment, agriculture, land tenure, land utilisation, animal husbundry, irrigation education, health and sanitation, housing, cooperation, transport, marketing, prices and wages.

III. *Methods of collecting data* [one week including Field training under VI(c)].

(a) Lay out of forms and schedules.

(b) How to follow instructions—codes, definitions and concepts.

(c) Methods of putting questions.

(d) Filling of forms and schedules.

(e) Scrutiny of schedules.

IV. *Statistical theory* (one week).

(a) Classification and presentation of statistical data—tables, graphs and charts.

(b) Statistical averages. Standard deviation.

(c) Construction and meaning of index numbers.

V. *Sample Surveys* (one week).

Sample survey versus census.

How to draw a sample?

Important sample surveys:—(i) Crop estimation survey, (ii) Socio-economic surveys, such as, employment and unemployment survey, family living enquiries.

VI. *Practical Training* (one week).

(a) Training in simple computation and presentation of statistics.

(b) Techniques of processing and analysis of data.

(c) Field training.

Reading Material :

1. C.P.A. Selected publications concerning CD and NES programme including—

(i) "Draft Manual on Administrative Intelligence" [(CPA) series No. 46-T].

(ii) "Village Level Workers Records Manual".

2. Kings "Elements of Statistical Methods".

3. Moleans "Graphs and Statistics".

ANNEXURE III

(3) Report of the Standing Committee (Training) of the Conference of Central and State Statisticians.

A meeting of the Committee was held on 30th November, 1956 to consider schemes of training (1) for Progress assistants in Community Projects and N.E.S. Blocks, and (2) for district statistical officers.

The following were present :—

Dr. Patnaik	Shri M. A. Telang
Shri M. V. Divatia	Dr. C. R. Rao
Shri J. K. Pande	Shri D. Y. Lele

Members coopted :

Dr. Subhas Dhar	Dr. M. M. Mehta
Dr. C. Misra	Shri Daroga Singh
Prof. S. R. Bose	Dr. Lorenzo
Shri S. C. Choudhury	

Training for progress assistants in Community Projects and N. E. S. Blocks.

2. The Committee considered the note on the training for Progress Assistants for handling administrative intelligence work under the Community Development and N.E.S. programme circulated to the members by Dr. Subhas Dhar. The Committee also considered broadly the different items of work to be done by Progress Assistants. These are broadly,

(a) preparation of block survey reports giving basic information relating to a block at the time of its formation.

(b) quarterly progress reports on the basis of information collected by village level workers (this involves coordination, scrutiny and compilation).

(c) further analysis of data as for example preparation of key indicators, and

(d) *ad hoc* assistance in the work of crop cutting experiments by N.S.S. and similar surveys.

3. The Committee is of the view that the salary of Progress Assistant should be not less than Rs. 125 in a suitable scale prevailing in the state. The minimum qualifications for progress assistants should be a degree in economics, commerce, statistics, mathematics, science, agriculture or a computors certificate Part I (complete) of the I.S.I.

4. The number of Progress Assistants to be trained for the whole country keeping in view the phasing of the creation of Blocks, is expected to be as follows :—

Year (October-September)	Requirements
1956-57	1700*
1957-58	650
1958-59	750
1959-60	900
1960-61	1000
	5000

The Committee, is of the opinion that it would not be possible to train 1700 persons in the remaining 8 months of this year and that the appointment of Assistants should generally be staggered in accordance with the development of facilities for training them.

5. The recruitment of the Progress Assistants required in each State should be done by a committee consisting of representatives of the Development Commissioner and the State Statistical Bureau. The Bureau should be made responsible for the technical supervision of the Assistants.

6. It has already been agreed that in the State Statistical Bureau in each State there will be an Assistant Director and two Investigators to look after the statistical work involved in the Community Project and N.E.S. Programme in the State. It is, however, felt that the working of the Block Level Progress Assistants needs effective supervision which it may not be possible for the headquarters staff to exercise. It is, therefore, recommended that till such time as a District Statistical Officer is appointed for each district, a D.S.O. of a district may supervise the work of Progress Assistants for a group of districts. The number of districts in each group would depend upon the number of Blocks in the different districts of the State. As it is expected to complete the appointment of District Statistical Officers in a few years in every State, the area to be supervised by a single D.S.O. will be gradually reduced.

*This includes approximately 1200 blocks which were in existence at the end of the First Five Year Plan some of which have since reverted to normalised blocks.

7. The Committee feels that although at present there are only a few Bureaus which have developed some facilities for training and have undertaken training courses for junior staff, it should be possible for every one of the 14 State Statistical Bureaus to provide training for Progress Assistants in the near future if they are given adequate staff and funds. Keeping in view the phasing of appointment of the Progress Assistants, it was considered necessary that each State should undertake to train each year 2 to 3 batches of 30 to 40 trainees each per year. The actual number of trainees in each batch and frequency of training will of course, depend on the number of C.D. and N.E.S. Blocks allotted to each State and the training facilities developed.

8. Regarding the training of Progress Assistants from the six Union territories and NEFA, it is suggested that training for the Progress Assistants of these areas should be arranged in the neighbouring States. If this is not possible, the C.S.O. should consider the feasibility of providing training for these territories in one or two centres.

9. The Committee considered that taking into account the functions of the Progress Assistants and their qualifications, full time intensive training of about 8 weeks would be necessary before they are posted to their respective blocks. The training should be given through lectures, demonstrations, practical work of the laboratory type and field work and should be of a uniform standard throughout the country. The Committee has suggested a broad syllabus for the course indicating broadly the main items to be covered and the time to be devoted to each of them. This is given in the Appendix. It is proposed that the training for all the Assistants in a State should be in the State Bureau with field training in some of the nearby Blocks. At the end of the course there should be an examination to test the suitability of the trainees for his work as Progress Assistant.

10. It is suggested that there should be an officer in each Bureau responsible for organising this training and for coordinating the different items of the programme. The officer would generally be incharge of all the training courses undertaken by a State. In addition to him there should be one or two full-time staff members who would give training to the Progress Assistants. (It might, perhaps, be more convenient for a State to use the services of part-time staff from the University or other offices on payment of honoraria, but the question of maintaining uniformity of training through countinuity of staff, should be kept in mind). The other members of the staff of the Bureau should generally impart training in the subjects in which they are working in the Bureau. The services of officers in other departments, like that of the Development Commissioner should also participate in the training programme. The C.S.O. should assist a State which does not

have adequate facilities for providing training by sending its specialists. Similarly assistance could be given by the Indian Statistical Institute.

11. The Committee is of the view that the training programme for Progress Assistants should form an integral part of the overall statistical training programme of the State Governments and should be undertaken by the State Statistical Bureaus with technical guidance and co-ordination by the Central Statistical Organisation. As the scheme of training for Progress Assistants was not included in the Second Five Year Plan of the State Governments the Committee feels that there would be considerable difficulty for the State Bureaus in finding the money necessary for conducting the training. Inclusion of this item at this stage may require the approval of the Planning Commission and may also involve adjustments in the allotment for different schemes under each State Plan. This procedure would result in considerable delay in the introduction of the training programme, and in the commencement of the Statistical work in the C.P. and N.E.S. Blocks which is considered to be a matter of urgency. The total cost of training of about 1,000 Progress Assistants a year has been roughly estimated at about Rs. 1·5 lakh a year. Considering the rather small amount involved and the practical difficulties of the States in finding the funds, the Committee recommends that the Ministry of Community Development may meet the first year's expenditure from their own budget provision. In the Second and later years, the State Governments may submit proposals to the C.S.O. along with their other proposals for Central assistance.

APPENDIX

Syllabus of Training for Progress Assistants

I. General (One Week).

(a) History and background of Community Development and National Extension Service Programme—Content and scope of the programme.

(b) Geography and characteristics of the region—Maps (Village, Tehsil and District).

(c) Structure of Village administration—normal service agencies.

(d) Administrative Intelligence :

(i) What is administrative Intelligence ?

(ii) Administrative Intelligence in relation to the C.D. and N.E.S. Programme.

II. *Nature and Sources of important Official Statistics in the State (one and half weeks).*

Population, employment, agriculture, land tenure, land utilisation, animal husbandry, irrigation, industry, education, health and sanitation, housing, cooperation, communication, local bodies, marketing, prices and wages.

III. *Methods of collecting data including Training in the field (two weeks).*

(a) Lay out of forms and schedules.

(b) How to follow instructions—Codes, definitions and concepts.

(c) Methods of putting questions.

(d) Filling of forms and schedules.

(e) Scrutiny of schedules.

IV. *Statistical Methods including practical (one and half weeks).*

(a) Classification and presentation of statistical data-tables, graphs, and charts.

(b) Statistical averages, concept of standard deviation.

(c) Construction and meaning of index numbers.

V. *Sample Surveys (one week).*

(a) What is a sample ?

(b) Sample survey versus census.

(c) How to draw a sample ?

(d) Important sample surveys.

(i) Crop Estimation Survey.

(ii) Socio-economic surveys such as employment, unemployment surveys, family living enquiries etc..

VI. *Laboratory Training (one week).*

(a) Training in simple computation and presentation of statistics.

(b) Techniques of processing and analysis of data relating to C.P.A. Progress reports.

Recommended reading should include selected publications concerning C.D. and N.E.S. programme like (i) Draft Manual on Administrative Intelligence and (ii) Village Level Workers' Records Manual and one or two standard, elementary, books on statistics to be recommended by the Director of the State Statistical Bureau.

Letter No. F. 3(47)/56-TG, dated January 19, 1957, From the Government of India Ministry of Community Development New Delhi, To The Development Commissioners of All State Governments.

Subject.—*Orientation training of Village School Teachers.*

The Simla Conference of Development Commissioners' recommended that :

"It is the village teacher alone from whom the various activities could radiate at the village level. It is, therefore, essential that his training in the various facets of rural development should form a very important activity in our programme. Arrangements should be made for every school teacher in the Block to go through a short-term training course".

2. The matter was further examined by a Committee on 19th January, 1956, and a tentative pattern of this proposed activity was drawn up.

3. After further considering the matter, it has now been decided to implement this scheme from the financial year 1957-58 for the remaining four years of the 2nd Five Year Plan. As some preliminary action would be necessary in each of the States prior to the actual commencement of this programme, the nature and size of the scheme is indicated in this letter together with the steps necessary to be taken now.

I. *Nature of the Scheme* :

1. Each State will have at least one peripatetic team consisting of two trainers (instead of three originally visualised)—one of the rank of District Social Education Organiser or Chief Social Education Organiser and the other of the rank of Social Education Organiser. It is, however, not the intention that the recruitment should be restricted to Social Education personnel only; other functionaries from among the field staff working in the various Blocks, such as Block Development Officers or competent teachers in the Education Department, who may have experience of rural work, could be considered. The pay and allowances which such persons are drawing would be payable to them from this scheme and T.A. and D.A. as admissible under the State rules, would also be payable to them.

2. The trainers thus selected by the State Governments would be given a short term training, to be arranged by this Ministry, as to how they are to conduct this programme.

3. This team would undertake the actual training of the village school teachers. For this, training camps will be organised of one month's duration, the same training team moving from one camp to another. It is envisaged that in a year, at least 8 camps would be held by one peripatetic party.

4. The school teachers to be invited to such camps would be the primary school teachers of the schools situated in the Intensive Development Blocks of the States. They are to be selected at the rate of 4 to 5 teachers per every Village Level Worker's circle, and on the assumption of an average of 10 Village Level Workers per Block, the number of teachers to be taken from a Community Development Block would be 40 to 50. If there are less than ten Village Level Workers' circles in any Block, it would be open to the State Government to have some teachers from an adjoining Community Development Block, so as to make up the strength of each camp to, at least, 50 teachers. In the selection of teachers, a few points will have to be borne in mind :—

(a) The teacher being sent out for this orientation training should be one who is enthusiastic about rural work and, given an opportunity, can play his role well. Very elderly persons, who are not likely to prove responsive enough, need not be selected for the purpose.

(b) The teachers should be selected preferably from multi-teacher schools, so that the working of the school is not dislocated.

(c) At present it will not be possible to make separate arrangements for women teachers at all the training camps, at best it will be possible to arrange for such separate camps only at a few places and, therefore, only a few States could have pilot training teams for women. This could be best attempted in the three States which may be given two training teams each *i.e.*, Bombay, Madhya Pradesh and Uttar Pradesh. They alone should select the necessary number of women teachers for the training and also the trainers for the pilot teams.

5. The camps would be located preferably in each of the Community Development Blocks whose teachers are to be trained at the camp, but if it is not possible to find a suitable place where such a camp can be held in any Community Development Block, there would be no objection to have such a camp in the nearest other Block, where such a place exists. It is obvious that to have a healthy radiational effect of such a camp, it would be preferable to have a camp in each Block, as far as possible. Such a camp may be in any suitable buildings, whether of school or of some other institutions, but no funds are expected to be provided for renting accommodation.

The period that a teacher attends the camp would be treated as a period on duty for purposes of his pay and allowances. Provision is made in the scheme to grant them reasonable messing charges etc., and this is expected to be about Rs. 40 per month all told. The actual cost of the journey of the teachers from their schools to the site of the camps and back would also be paid under the scheme, if Government transport is not provided by those organising the camp.

6. The selection of the camp site and making sanitary, lighting, water and other necessary arrangements would be made by the concerned Block Officer in whose jurisdiction the camp is to be located. Reasonable financial provision is being made under the scheme to equip each Block headquarters with necessary cooking and drinking water utensils, gas lamps, lanterns, slates, first-aid boxes, medical chest, durees etc., which would be utilised for these camps and future similar camps. The Block staff of that particular Block would also associate themselves to the maximum extent with the training and activities of the camp while the peripatetic party is conducting the actual training. For this purpose the Block staff should meet beforehand to decide what role they can play in the training course and then meet the training team on the first day of the course to discuss the specific assignments they could take up during the course. Having once seen how the training is being imparted, it will be for the Block staff to organise future camps of a similar nature and to impart similar training and refresher training.

7. The intention of the orientation training is not to prepare the school teacher to take up the functions of a Village Level Worker, but to so equip him with information and knowledge as will create in him an outlook which will enable him to prepare the people, and particularly the youth of the village, to play their role, with understanding, in the development of the village. It should be possible for him to do this without detriment to his principal function of teaching the village children. Moreover, the teacher will be expected to integrate the new knowledge and skills acquired by him in the training course in his actual school work also; making it more realistic and related to rural needs. The State Education Departments should issue suitable instructions for the guidance of the teachers in this connection. The subjects to be included in such a training would be :—

(a) Citizenship.

(b) Five Year Plan and Community Development Programme.

(c) Aims and Objectives of Community Development.

(d) Development activities in a village with particular emphasis on Co-operation, Panchayats and Public Health and Village Industries.

(e) Social Education activities in the village technique of teaching adults.

(f) Recreational and cultural activities in the villages.

(g) Youth Organisations.

(h) Women activities.

(i) Children's activities.

(j) Community Centres.

(k) Organisation of youth camps and village leader camps.

(l) Scouting and first-aid.

Any allied topic which may make this training fuller, could also be added to this list.

8. Various audio-visual aids would have to be employed during the training at these camps. The resources of the Block in the matter of cinema projectors, film-strip projectors, musical instruments, etc., are to be utilised and the Block Officer would make them available for the purpose together with the staff to operate them. In case, any Block has not got these resources, then those from the adjoining Block have to be borrowed. Financial provision is, however, made for certain special types of training aids, which would be made available to the peripatetic trainers team and which will move with them from Block to Block for the whole duration of this scheme.

9. This scheme is being undertaken with the assistance of the Ford Foundation; and Government of India would bear all non-recurring expenditure and also recurring expenditure on the salaries of trainers, their T.A. and D.A. and messing charges as well as other contingent expenditure for running the camp. The State Government would thus not have to meet any direct expenditure except that they will continue to pay the salaries and allowances of the teachers who join the camp as trainees. The sundry minor expenditure that may have to be incurred by the Block will have to be met from the Block budget.

II. *Size of the Scheme* :

1. It is intended to have at least one peripatetic team for each of the 14 States. The question of providing an additional team for the three big-sized States of Uttar Pradesh, Bombay and Madhya Pradesh is under consideration, and these States may proceed to make their selection of trainers and other arrangements on the assumption of getting two teams. Regarding the Centrally administered areas, it is intended to link them up with the neighbouring State having the same regional language. They may, therefore, proceed to make selection of the trainee teachers and not of the peripatetic party.

2. By the end of the 2nd Five Year Plan, there would be about 1,800 intensive Development Blocks in operation of which some would have completed their intensive period. It is intended that each of these should ultimately come under the operation of this programme. The present size of the scheme, however, admits of dealing with only the existing number of Community Development Blocks, *i.e.*, about 600.

III. *Steps to be taken* :

The following steps have to be taken by the State Governments during the current financial year, and would not entail any expenditure:

1. The Development Commissioner and the Director of Education may form themselves into a Committee, co-opting a third suitable person to select the persons who will be suitable for forming the peripatetic team for the State. For this purpose, it is desirable to have a panel of names, so that in the event of any particular person not being available, he can be replaced by another suitable person from the panel. This may be necessary from another point of view also. The scheme being of four to five years duration, it may perhaps not be possible for any single individual to be permanently on the move and hence, if a panel is prepared, it may be possible for the Development Commissioner of the State to arrange a kind of relay. The names and other particulars of the selected persons may be sent to this Ministry by the middle of February, 1957. The proforma in which these particulars may be furnished is enclosed (Appendix)*.

The names given in the proforma should be arranged in order of preference.

2. The selection of the Blocks where this scheme should be extended may also be made and the order in which the team may go from Block to Block may also be fixed.

3. Selection of trainee teachers from those Blocks may also be made. Here again, 50 per cent additional number of teachers should be kept on the panel, so as to provide for necessary replacements. These lists need not be sent here but may be kept available in the office of the Development Commissioner. The selection of trainee teachers may be made by a Committee consisting of the Sub-Divisional Officer of the area in which the Block is situated, the Block Officer of the Block concerned and a representative of the Education Department at the Sub-Divisional level or District level, as the case may be. The Sub-Divisional Officer will be the Chairman of the Committee. The two Social Education Organisers (Man & Woman) of the Block concerned may also be associated with this Committee.

*Not printed.

4. The Block Officer of the Block concerned should be made responsible for selecting suitable site and thinking out in detail all the necessary arrangements for the camp. He should also make preliminary arrangements for purchasing quickly when the time for it comes, the necessary camp equipment mentioned above, such as utensils, durees, etc. The actual purchase, however, has to be made in the next financial year after funds have been sanctioned for the purpose.

5. The list of training aids for the use of the peripatetic team will be sent in due course with information regarding their source of supply.

6. The Development Commissioner or his deputy should make it a point to spend a day or two in each of the camps so as to give the camp a certain level of outlook and approach which are so essential in this training. Their observations on the actual conduct of the camp and their suggestions for its improvement would be very helpful in organising future camps in the State. They may convey necessary instructions to the peripatetic party directly and endorse a copy to this Ministry, so that any valuable suggestion may be intimated to other States.

Actual details of the break-up of the total expenditure which will be met by the Government of India will be indicated in due course, in any case, well before the actual commencement of the programme.

It you have any suggestions in regard to this scheme, these may kindly be sent to this Ministry not later than the 10th February, 1957.

LETTER NO. F. 10(6)/56-TG, DATED THE JANUARY 21, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DIRECTORS/HONORARY DIRECTORS, ALL SOCIAL EDUCATION ORGANISERS' TRAINING CENTRES, (EXCEPT NILOKHERI AND RANCHI).

SUBJECT.—*Establishment of an Art Wing at Social Education Organisers' Training Centres.*

Please refer to Recommendation No. A. 1(b)(i) of the Directors' Conference held on the 5th and 6th December, 1955, at New Delhi, which envisaged the setting up of Arts and Crafts Centre attached to each of the Social Education Organisers' Training Centres to create art and aesthetic consciousness as well as impart training in the indigenous arts and crafts to the Social Education Organisers deputed for training at the various Social Education Organisers' Training Centres.

2. The above proposal has been engaging the attention of the Government of India for some time and it has been decided to establish an Art Wing at each Centre. This decision has been made on the clear

understanding that the Centre would provide suitable accommodation for this Wing in the building at present available with them by making necessary readjustments and on no account any funds towards the construction of additional accommodation for Art Wing will be provided.

3. This Art Wing may please be established during the current course itself and this Ministry informed of the date of establishment.

4. It is hoped that you would be able to find funds for immediate expenditure from the grant already made for October, 1956 to March, 1957, and claim for this should be made when applying for next half-yearly advance.

5. The ceilings of expenditure approved for the Art Wing are as under :—

Non-recurring :

		Rs.
(1)	Books on Art subjects	500
(2)	Brushes, leather-goods and cane materials	800
(3)	Potter wheels	300
(4)	Stage lights and curtain material	400
(5)	Miscellaneous	400
(6)	Furniture	600
	Total	Rs. 3,000

Recurring :

(1)	Art Instructor @ Rs. 160 p.m. plus Rs. 60 D.A. in the scale Rs. 160-10-330	2,640	per annum
(2)	Art Assistant	1,200	
(3)	Contingencies	1,000	
(4)	Art festival (Two annually)	600	
	Total	Rs. 5,440	

6. The qualifications etc. required for the posts of Art Instructor and Art Assistant have been indicated in the statement enclosed as Annexure 'A'. You are requested to kindly make the recruitment of Art Instructor and Art Assistant immediately according to the qualifications required for these posts.

7. An early reply in the matter is highly appreciated.

ANNEXURE A

Enclosure

Statement indicating the qualifications, experience, etc. required for the posts of Art Instructor and Art Assistant.

Post	Qualifications required	Experience
Art Instructor :	A diploma or degree in Arts and Crafts from any of the recognised Art Institutions/Universities.	At least five years experience in teaching in any art school or craft school.
Art Assistant :	Teaching diploma from a recognised Art school.	Should have experience and knowledge of drawing and painting and conducting classes on child art.

Letter No. F. 23(5)/56-TG, dated February 5, 1957, From the Government of India, Ministry of Community Development, New Delhi, To the Development Commissioners, Bombay, Madhya Pradesh, Uttar Pradesh, Mysore and Rajasthan.

In August, 56 you deputed a batch of trainees (Bombay 14; M. P. 13; UP. 8; Mysore 1; Rajasthan 5) at Wardha for training in Khadi and Village Industries programme for a period of 12 months. At that time the Extension Officers were being trained in two different sets of Institutions. Those who were sent to Khadi Gram Udyog Maha Vidyalayas were being trained for 12 months, while the others who were sent to the Regional Institutes of the Small Scale Industries Board were being trained for six months. The total period thus being 18 months. In July, 56, the Action Committee have decided that all Extension Officers (Industries) should have an integrated course of training for a total period of 12 months instead of 18 months of which 8 months would be spent in Khadi Gram Udyog Maha Vidyalayas and 4 months in the Small Industries Service Institutes. This was also discussed and endorsed at the meeting of the Development Commissioners held in Delhi on 10th and 11th December, 1956.

The Principal, Khadi Gram Udyog Maha Vidyalaya, Wardha has informed that even for the present batch it would be possible for him to cover the syllabus prescribed for the Khadi Gram Udyog Maha Vidyalayas for the new integrated course by 21st March, 1957. It is, therefore, considered desirable that these trainees might be asked to spend the remaining 4 months of the present training period, in the

Small Industries Service Institutes. Thus the total period of training under this proposal will not exceed 12 months for which these trainees were already deputed at Wardha. We believe you will have no objection to the modifications proposed in the arrangements. By doing this they will be at par with the new batches, which are now being trained from 15th November, 1956, under new integrated course. It will also obviate the necessity of their being recalled at a later stage, for training in the Small Scale Industries Programme.

As the Principal has informed us, it would be possible for the trainees to complete their present training programme at Wardha by 21st March, 1957. They will get just enough time to join Small Industries Service Institutes for the next batch starting from 1st of April, 1957. If, therefore, you have no objection, we shall be grateful if you kindly confirm this arrangement and advise your trainees to report at Bombay: Bombay; M.P. & Mysore: Madras; U.P.: Delhi; Rajasthan: Calcutta. Small Industries Service Institute by 1st of April. We are provisionally requesting the Small Industries Service Institutes to accept these trainees for the next batch of training.

Letter No. 75(20)/57-PRG, dated the 14th March, 1957, from the Government of India, Ministry of Community Development New Delhi, to All Development Commissioners.

Subject :—*Agriculture Training—inter-change of staff at Training Centres and the field staff—requested.*

While the Village Level Workers have by and large given a good account of themselves in the Community Development/National Extension Service areas, the need for continuous improvement of their training has been recognised by all concerned with community development programme as the V.L.Ws perform the key-role.

Since the quality of the training depends upon the quality of the trainers, Mr. M. L. Wilson in his report has drawn pointed attention to the need for the teachers at the Training Centres having not only the skill and knowledge of their subjects but also having right personality and aptitude backed by the experience of field work. The Ministries of Agriculture and Community Development have discussed this problem and agreed that the interchange of staff at the Training Centres and in the fields should take place in the States as a regular practice. It is suggested that Instructors who have not had experience in field extension work for at least two years, and those Instructors who have been continuing at Extension Training Centres for more than three years, may be sent for field work provided substitutes have the necessary basic qualifications and at least two years' experience of field

work, preferably in Community Development and National Extension Service areas. Teaching staff trained from the field should in turn undergo a short refreshers' course organised at the Extension Wings attached to the agricultural colleges, or other Institutions of advanced learning on methods of teaching, use of extension methods and techniques, formulation of plans and programmes, and latest advances in their respective fields of specialization for a period of at least 3 months.

It is, therefore, requested that the State Government may kindly adopt the above-mentioned procedure, and as a preliminary to this they may immediately review the personnel employed at all the Extension Training Centres and the Basic Agricultural Schools.

Letter No. 75(20)/57-PRG, dated the 14th March, 1957, From the Government of India, Ministry of Community Development New Delhi, To All Development Commissioners.

Subject :—*Agriculture Training in Co-ordination and the Programme of Inspection of Training Centres—requested.*

Recognising the importance of training in village work during the training period of the Village Level Workers Extension Training Centre, the Fourth Development Commissioner recommended that "it was absolutely essential that one N.E.S. Block should be located around the Training Centre where trainees can have their field experience, and this should be given the first priority in the allotment of future Blocks". This recommendation was communicated to the State Governments *vide* this Ministry's letter No. CPA/2(7)/4/55-TP dated 1st June, 55. Subsequently, the recommendation of the Third Conference of the Principals of Extension Training Centres made the following recommendation which was communicated *vide* Directorate of Extension, Ministry of Agriculture's letter No. F. 19(17)/56-P&E dated October 1, 1956. "A Block should be attached to the Training Institution where it is not attached already. The Principal should exercise overall control and he should be assisted by a full time Block Development Officer in the Block Work".

In recent discussions between the Ministries of Agriculture and Community Development it was pointed out that there were still some institutions where no Block was located around the Training Centre and that some of the Principals of the Extension Training Centres were not in charge of such Blocks. I am to request you to kindly review the position and to take necessary steps in locating the Blocks around the Training Centres and for making the principals in charge of the Block.

LETTER NO. 4(6)/57-TG, DATED MAY 28, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL THE STATES EXCEPT WEST BENGAL AND JAMMU & KASHMIR.

SUBJECT:—*Orientation Training of Village School Teachers.*

I am directed to refer you to this Ministry's letter No. F. 3(47)/56-TG, dated the 19th January, 1957, and to state that necessary sanction for meeting the expenditure on Village School Teachers' Camps to the extent of Rs. 45,000 during the current financial year for each State has already been issued *vide* this Ministry's letter No. 4(5)/57-TG, dated the 4th May, 1957. A list of training aids for the use of the peripatetic teams is enclosed as appendix I. These training aids will reman in the custody of the teams and will move with them from camp to camp. The list is illustrative and additions can be made in the light of experience gained in running the camps. A partial list of books for which Rs. 500 have been provided is also enclosed as appendix II*. Further additions to this list will be conveyed to the State Governments from time to time. To begin with, the expenditure on aids may be limited to Rs. 4,000 (Rupees four thousand only) against the provision of Rs. 5,000. The balance of Rs. 1,000 may be kept in reserve for the purchase of additional articles which may appear to be necessary after running the camps for some time.

2. At the meeting of some Development Commissioners, Education Secretaries and Directors of Education of the States held at Delhi on the 17th April, 1957, the following decision was taken :—

"It was suggested to the Conference that the Administration of the scheme should be appropriately entrusted to the Education Department of the State Governments. They will be given all assistance by be limited to Rs. 4,000 (Rupees four thousands only) against the pro- the Development Commissioner and his agency and the actual implementation will be through the Block Organisation as at present contemplated. All agreed to this suggestion".

The Ministry have accepted this decision. As such, the scheme for the orientation training of village school teachers should be run by the Education Department. But since, it is connected with the programme of Community Development, it will be for the Development Commissioner to ensure that the camps are run smoothly and efficiently and all possible help is given by him and his organisation to the Education Department. At the block level the Block Officers will be responsible to make all arrangements. Allotment of funds out of the grant of Rs. 45,000 to the various Block Officers may be worked

*Not printed.

out by the Development Commissioner in consultation with the Education Department of the State Governments.

3. The role of the teacher in the Community Development Programme is of vital importance. The school has also to become a community centre and education has to become more community centred. The extent to which this may be possible will depend on the personality, training and initiative of the teacher. The orientation training is intended to provide him with the necessary knowledge of the philosophy, contents and technique of community development. But though the teacher has to play a significant part in community development, it cannot be over-emphasised that the role of the teacher is primarily one of educating the children. Threrefore, in assigning any additional functions to the teacher, care has to be taken to see that these additional functions are allied to his basic function and do not over-shadow it.

The teacher may be expected, to encourage parents to make better use of the educational facilities of the school, both for boys and girls, and to create the necessary conditions to enable them to do so. Further, he may be expected to cooperate in programmes for better health of the children, to help in the organisation of youth for cultural and recreational activities, to help in adult literacy movement, and to engage generally in such other activities as may be calculated to advance the development of the village community.

4. The programme for 8 camps to cover the duration of a whole year may be drawn up in advance. It would be desirable to hold the camps in compact areas so as to cover all the blocks within a Revenue Division. In case, the requisite number of teachers for a camp are not available from one single Community Development Block, some teachers from adjoining blocks may be included to make up the full strength for each camp.

5. A time-table indicating the blocks where camps would be held, the dates and duration of each camp may be prepared at the State headquarters and instructions may then be issued to the concerned blocks to take up all preliminary steps in good time to ensure that the necessary arrangements for the camp are made in time. A copy of such time-table and instructions may please be sent to this Ministry to enable its Officers to visit the camp when they are held. The Block Officer in consultation with the District Education Officer, should select the venue for the camp in his block area and make all arrangements for water, sanitation, residential accommodation, cooking arrangements etc. for the trainers' team as well as for the campers.

6. During the orientation training camp held at Delhi in April, 1957, for the trainers' peripatetic teams workshops were held and some

of the suggestions arrived at as a result, have been incorporated as Appendix IV to this letter. It is hoped that the State Governments will find the suggestions useful.

Enclosure

Orientation Training Camp of Village School Teachers—List of Training Aids.

	Rs.
I. *Books*—	
(a) List to be sent to the State by the Ministry of Community Development and books to be purchased by the States.	500
(b) To be purchased by the States. These will be mainly in the regional languages. It would be desirable to have 10 sets of these books.	500
II. *Models*—	
(a) Improved Agricultural Implements (b) Sanitary Latrines (c) Wells (d) Village Houses (e) Others	600
III. A. *Audio-Visual Aids*—	
(a) Enlarged photographs (b) Khaddar graphs (c) Flash cards (d) Film-strips (e) Flip books (f) Charts (g) Posters	700
B. *Audio-Visual Equipment*—	
(a) Gramophone (Rs. 300) (b) Gramophone records (Rs. 100) (c) Filmstrip Projector (Kerosene pressure lamp type with accessories 800) (d) Radio set (dry battaery type)	1,700
IV. *Special Teaching Materials*— For food practicals, health classes, cottage industries etc.	200
V. *First aid kit and common medicines*	100
VI. *Black boards, Wall News Boards (portable), Wall stencils, etc.*	100

VII. *Miscellaneous*—

One clock, One hand bell, One small cash box, containers (trunks etc.), lacks	600
TOTAL RS.	5,000

LETTER NO. 4(5)/57-TG, DATED THE 10TH JULY 1957, FROM THE GOVERNMENT OF INDIA. MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATES.

SUBJECT.—*Orientation training of village school teachers.*

I am directed to invite your attention to our letter No. 4(5)/57-TG, dated the 4th May, 1957, according sanction for expenditure on peripatetic team for organising camps of village school teachers during the financial year 1957-58. One of the State Governments has thrown a suggestion that such unit should consist of two peripatetic teams, one to function for first six months of the year and the other to take over for the following six months. This would necessitate another training camp to be held at convenient place to train about 20 peripatetic teams. It has also been recommended that the persons on the peripatetic team should be allowed 25% of their pay to compensate for the arduous duty involved as well as for being away from their headquarters. The latter suggestion of the State Government has been considered in this Ministry and it is proposed to approach the Associated Finance for approval of additional emoluments to the members of the peripatetic team subject to the expenditure remaining within the limit sanctioned in this Ministry's letter of the 4th May, 1957. When the case is finalised all State Governments will be informed suitably. In the meantime the State Governments are requested to examine the former proposal of having alternative peripatetic teams for six months of the year. This Ministry will be grateful if the views of the State Governments are communicated to us at an early date. In this connection the State Governments would undoubtedly keep the following points in view :—

(i) The scheme of peripatetic team has recently been started. An experience of their working for sometime say a year or so may be necessary before considering major changes in training techniques, methods and contents of training programme.

(ii) In case the idea of alternative teams is approved, will the State Governments be able to spare another set of team for training and also how the services of the team will be utilised by the Education Department during the period of six months when they are not on duty ?

(iii) With the sanction of 25% of additional pay for arduous duty involved the peripatetic team may be anxious to continue the year round and may be reluctant to hand over to the alternate team suggested.

Letter No. 27(7)/57-TG, dated August 28, 1957, From the Government of India, Ministry of Community Development, New Delhi, To the Development Commissioners, All State Governments.

Subject.—*Training of Group Level Workers—Utilisation of training facilities.*

Enclosed is a self-contained note prepared by the Directorate of Extension and Training on the training of Group Level Workers. From this note it will be clear that the Centres established by the Ministry of Food and Agriculture for the training of these Officers are not being fully utilised. It is understood that this has been mainly due to reluctance on the part of certain local officers to relieve the Extension Officers for the above mentioned training. It need not be emphasized that the proposed orientation training of two months primarily in Extension methods is very important to enable the Group Level Workers to function more effectively in the field and that such training facilities should not be allowed to go unutilised. We shall, therefore, be grateful if phased programme for the training of Group Level Workers could be drawn up and arrangements are made to relieve them in time so that the Training Centres may run to their full capacity and the Extension Officers may have the benefit of orientation training.

Enclosure

DIRECTORATE OF EXTENSION AND TRAINING

Training of Group Level Workers

In each N.E.S., C.D. Block there are three Group Level Workers, one each in agriculture, animal husbandry and veterinary science and cooperation, who supervise the work of the Village Level Workers in their respective fields and offer technical advice and guidance to them as and when required. The Group Level Workers have a basic degree in their subject and are mostly drawn from the development departments such as agriculture, animal husbandry and cooperation, in which they have had enough experience. In the N.E.S./C.D. Blocks they have to work as extension specialists and thus the duties they have to perform require not only knowledge in their own field but in extension methods and philosophy. In order to give them the extension outlook they have to undergo a two months' orientation training in the Group Level Worker Centres attached to the Extension Training Centres.

The Directorate of Extension and Training have sanctioned during the 1st Plan, 17 such centres which are functioning at present in different States. Under the 2nd Plan it is proposed to establish 21 Centres, out of which 9 have been sanctioned and six are functioning at present.

These 38 Centres are expected to train all the 15,000 Group Level Workers (in 5000 Blocks at the rate of 3 per Block) by the end of 2nd Plan. The progress reports available with us indicate that by the end of 1st Plan only 1487 Group Level Workers underwent training and upto 30th June, 1957, 2504 completed training and 109 were under training.

It will thus be seen that the training programme for the Group Level Workers is running far behind the schedule and if this trend continues approximately 6,000 Group Level Workers will remain untrained by the end of the 2nd Plan period. This situation has mainly developed on account of Group Level Workers' Centres not running to their full capacity due to reluctance on the part of B.D.Os. to relieve the Group Level Workers. For example, against the sanctioned capacity of 75 trainees per year in Assam, only 9 Group Level Workers were trained during 1956-57 and 15 have so far received training this year (1957-58). It is fully realised that the work in the N.E.S./C.D. Blocks would suffer to some extent during the period of deputation of Group Level Workers and it may be impossible to arrange for a substitute for such a short period of absence. It will, however, be appreciated that this two months' orientation training is designed to equip the G.L.Ws. in that particular technique which would enable them to function more efficiently and thus contribute towards the success of the N.E.S. Programme. As such it should be possible to depute the G.L.Ws. for the training even at the risk of temporary dislocation of work in the Blocks.

LETTER No. 4(10)/57-TG, DATED SEPTEMBER 7, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS AND CHIEF COMMISSIONERS OF ALL ADMINISTRATIONS.

SUBJECT.—*Village Leaders' Training Camps.*

I am directed to invite attention to the Ministry's letter No. 4(10)/57-TG dated July 26, 1957 and telegram No. 4(10)/57-TG dated the 1st August, 1957 (copy enclosed) regarding Village Leaders' Training Scheme.

With the conclusion of the camp at Rajgir on 31st August, 1957, Phase I of the scheme is over. State Governments/Administrations will now begin Phase II which involves training of all Extension Officers (Agriculture) and Social Education Organisers in their respective areas. A few States have already apprised us of their programme. They propose adhering to the time schedule of September, 1957 for the completion of Phase II. Information from some of the State Governments/

Administrations is still awaited. It is requested that a copy of Training Programme for Phase II may kindly be furnished to this Ministry at an early date.

2. Phase III provides for holding of Village Leaders' Training Camps with effect from 2nd October, 1957.

Due to Puja Holidays and Dussehra falling on 3rd October, 1957, some States have represented that starting of Village Leaders' Camp be deferred by a few days. Where State Governments/Administrations anticipate difficulty in starting the camps on 2nd October, 1957, on account of Dussehra or Durga Puja holidays, there will be no objection to their starting these camps a few days later.

The importance of achieving a high standard of training and ensuring efficient running of the camps cannot be over-emphasized. Quality, therefore, has to be given much greater importance than the mere number of camps organised. A good beginning is essential, for the right atmosphere has to be created for the future success of the whole scheme. If the Village Leaders who participate in the first few camps, go back dissatisfied with the training or with the management of the camp, the entire success of the scheme can be jeopardised. It has, therefore, been decided after very careful consideration that in the first year the training should be organised only in the agriculture group of subjects, namely, Agriculture, Animal Husbandry, and Minor Irrigation. This will keep the task within limited proportions, such as can be properly managed by the staff of the Blocks. After the staff have gained some experience they would be in a position to speed up the programme.

As a further step to achieve the same objective it is suggested that the first few camps in a District should be organised with particular care and should be utilised also for the purpose of training the staff of the other Blocks of the District. To these first few camps full attention and support must be given by the District level, Regional and State level officers of the Agriculture and Animal Husbandry Departments. This will ensure that requisite quality will be achieved in the organising of these camps and conducting the training courses. Thus it can serve as a good training for the staff of the other Blocks.

The detailed programme for conducting these few camps should be worked out by the District Magistrate in consultation with the District level officers of the concerned departments to ensure fullest participation of the latter.

It is requested that information on the programme for Phase III be communicated to this Ministry at an early date.

The Draft Manual as revised in the light of the discussions at Kurnool and Rajgir is being sent to you separately. Special attention is drawn to the new and important suggestion now contained in the Manual that the detailed syllabus for training should be drawn up separately for each Block by the Extension Officers of the Block during their training at the Extension Training Centre. This they should do in consultation with and with the fullest assistance of the staff of the Extension Training Centre. On return to their Block they should get the syllabus first vetted by the District Level Officers of the Agriculture and Animal Husbandry Departments and make such changes as may be considered necessary to make the syllabus most appropriate for the Block. Together with the syllabus a list of the audio-visual aids and other implements and materials and programme of demonstrations which would be required for the training should also be prepared at the Extension Training Centre and this list and programme should also be discussed with the District officers of the concerned Departments and timely steps should be taken to collect all these articles in the Block in advance so that the training programme does not suffer in any way.

Instructions are being given to the Principals of the Extension Training Centres to assist the Instructor, who has been trained at Kurnool or Rajgir, in imparting training to the Block Extension Officers. It is also suggested that for ensuring that this training is of as high a quality as possible, the assistance of the officers of the Agriculture and Veterinary Departments should be given to the Principal and Instructor of the Extension Training Centre. The Heads of these Departments may be requested to take necessary action in this matter.

A copy of this letter is being sent to the Heads of the Agriculture and Veterinary Departments of your State.

LETTER NO. 5(12)/57-TG, DATED SEPTEMBER 11, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS AND CHIEF COMMISSIONERS OF ALL UNION TERRITORIES.

Subject.—Block Staff meetings—Inclusion of half a day discussion on a particular book, manual, handbook, etc.

An extract from monthly letter No. 2/57 dated the 6th March, 1957, from Shri S. K. Dey, Minister for Community Development, is reproduced below :—

"We have agreed that an effective method for adding to the knowledge of our technical staff and getting them re-oriented to the new task, is to encourage study by them of literature which is exclusively designed for our programme. Here again, mere pious wishes will serve no purpose. These have to be translated into tangible adminis-

trative measures. I would strongly recommend block staff meetings in the future to include about half a day of discussion in every session on a particular book, manual, handbook or pamphlet issued by the C.P.A. from the Centre or from the States. If we follow this up systematically, the results in a year should stagger our own expectations".

2. It is requested that steps may kindly be taken to include in the programme of Block staff meetings half a day discussion in every session on a particular book, manual, handbook or pamphlet issued from the Centre or from the State and action taken in the matter may please be communicated to this Ministry.

Letter No. 4(10)/57-TG, dated November 11, 1957, From the Government of India, Ministry of Community Development, New Delhi, To the Development Commissioners of All State Governments/Union Territories.

I am directed to say that now that the third phase of the village leaders' (Gram Sahayak) training camps is gathering momentum officers from this Ministry have been attending some of these camps to observe how they are shaping. Signs are already visible that if the camps are properly conducted and provided there is adequate *follow up* work, the scheme will fulfil the promise with which it has been taken up. It is also evident that much depends on the amount of attention which all concerned give to make a camp successful. It is, therefore, important that the State Government concentrate for the current year on a single variety of camps for the agricultural group of subjects instead of dividing up their energy in holding other types of camps. Integrated camps of the old type may not be held at all, so as to conserve resources for paying better attention to these functional camps. Later on, training in other group of subjects can be taken up. This will be easier to do after some experience has been gained in this kind of work. I am, therefore, to refer you to this Ministry's letter No. 4(10)/57-TG dated the 7th September, 1957, and to reiterate the suggestion of not holding other camps and concentrating only on the agricultural group of camps for the current year.

Technical persons at all levels, State, District and Block, can contribute substantially towards securing high quality for the training imparted in these camps and making it fully worthwhile for the trainees to join them.

The importance of the *follow-up* work cannot also be over-emphasized. Only with that work properly done will the full benefit from the scheme be reaped. The follow-up work has to commence as soon as the training is over otherwise if there is much time-lag the village leaders will begin to lose interest. And the follow-up has to be a continuous process.

You are requested to give your very earnest attention to the above suggestions and to issue necessary instructions to all concerned.

LETTER NO. 19/7/58-TG-2, DATED 30TH JANUARY, 1958, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DIRECTORS/HON. DIRECTORS, ALL SOCIAL EDUCATION ORGANIZERS' TRAINING CENTRES.

On reviewing the quarterly reports of the different training centres and tour reports of the officers of this Ministry, it has been noted that a great disparity exists in the educational standard of the trainees which becomes an impediment in the way of good training. Sometimes, this disparity ranges from M.A. on one side to non-Matriculate on the other. In one of our training centres, a system of organising study circles, where the more educated trainees help the less educated ones in raising their educational level, has been evolved to minimise this difficulty. Members of the staff also join these study circles which has helped to abridge this disparity to a considerable extent.

We are of the view that this system with some modifications may be adopted in other training centres also as a measure to eliminate disparity in educational standard of the trainees and its consequent difficulties. You are, therefore, requested to give a trial to this system in your centre and watch the results accurring therefrom.

Thanking you.

LETTER NO. 2(19)/58-TG-I DATED FEBRUARY 5, 1958. FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/CHIEF COMMISSIONERS, ALL STATE GOVERNMENTS/ADMINISTRATIONS.

With our letter No. 4(10)/57-TG dated September 24, 1957, the final revised Manual of Village Leaders' Training Camps was sent to you. Subsequently, its printed copies have also been sent. One portion of the Manual deals with follow-up work with the farm leaders. I wish to draw your special attention to item (3) which appears on page 28 of the printed Manual.

2. In some States there are already Progressive Farmers' Unions called by different names such as Farmers' Clubs, Progressive Farmers' Clubs, Pragartisheel Kishan Mandals and the like. Where such organisations exist, the participants for the training camp have often been selected from amongst its members and on return, they are able to convey their message to their brethern conveniently through the organisation. To States where such Progressive Farmers' Clubs or Mandals have not so far been formed it will pay rich dividends in terms of in-

creased agricultural prosperity, if steps are taken to establish and foster such Progressive Farmers' Mandals in each village.

3. In course of time, we intend to collect and circulate information about such Mandals working in different parts of the country. This letter is to suggest to you the importance and urgency of establishing such Mandals where they do not exist and foster their growth where they do exist.

Among the steps that can be taken to make such bodies purposeful, would be :—

(i) To recognise them as the main medium of spreading agricultural and allied information in the village;

(ii) to consult them at the time of undertaking such schemes which would benefit the general agriculture of the village;

(iii) to consult them in an advisory capacity at the time of deciding loans to individual cultivators through channels other than co-operatives;

(iv) using them as the media for manurial and other experiments in the village;

(v) using them as the official agency for multiplication of improved seeds and its systematic exchange at the village level, etc.

Agriculture and Animal Husbandry Extension Officers and Block Development Officers in particular, should make it a point to have frequent contacts with this organisation for discussing steps for improving the agricultural and animal husbandry programme of the village.

I shall be grateful for your kindly taking steps on the above lines, so that the great efforts you are putting in, in the training of village leaders would bear substantial fruit. A report on the action taken may kindly be furnished to this Ministry.

LETTER NO. 12(101)/57-TG. 2 DATED FEBRUARY 5, 1958, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/CHIEF COMMISSIONERS, ALL STATE GOVERNMENTS/ADMINISTRATIONS EXCEPT ANDHRA PRADESH.

SUBJECT.—*Effective coordination in the working of various Training Centres located at single place.*

It has been felt that positive steps should be taken by the State Governments towards effective coordination in the working of various Training Centres located at a single place. In this connection, an extract from the minutes of a meeting held in this Ministry, on the above subject, is attached for your information.

2. The Andhra Pradesh Government have already set up such a Committee for the Training Centres located at Rajendranagar, which is a very welcome move in this direction.

3. For implementing the above decision, the State Governments/ Administrations are requested to kindly consider setting up a Committee at State level which may meet at least once in 3 months.

4. A very early reply in the matter is requested.

ENCLOSURE

EXTRACT

7. It was decided that the Training Division should take positive steps towards effective coordination in the working of various Training Centres located at a single place like Hyderabad and Nilokheri. Hence it was agreed that a State level or Divisional level Coordination Committee should be set up at all such places where more than one Training Centres are located. Similarly Coordination Committees for other Centres in each State should also be set up. Depending on their location, these Coordination Committees consisting of the Principals of the different Training Centres functioning at that particular place and the State Heads of various Technical Departments or their representatives pertaining to the Subject-matter training imparted at these Centres, will be presided over by the Development Commissioner or the Divisional Officer of the Division concerned. The Director of Inservice Training will be the Secretary of this Committee. This Coordination Committee will hold quarterly meetings to examine the various aspects of training programme with reference to progress reports received from the various Training Centres, inspection notes sent by different Advisers and special problems referred to it by the training Centres or State or Central Governments. This Co-ordination Committee will be a counterpart at the State level of the Central Committee decided to be formed at the level of this Ministry. Thus the earlier decision to have a Central Committee in Delhi consisting of the representatives of various Ministries responsible for subject-matter training programme was also endorsed.

D.O. LETTER NO. 18(12)/58-TG. 2 DATED 11TH FEBRUARY, 1958, FROM SHRI B. MUKERJI, JOINT SECRETARY, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

Please refer to the last para under "Study Team Report" of Minister's monthly letter dated 25-1-1958.

2. In order to enable the States to man their Blocks with trained personnel of various categories this Ministry has promoted, both directly and through other Ministries, a comprehensive programme of training for the aforesaid extension personnel. Experience during the last 5 years has, however, revealed certain deficiencies in the content, methods and pattern of training being imparted at present. Partly as a result of this experience and the thinking done in this Ministry and partly on the basis of the recommendations of the Expert Committee on Training and the Study Team on C.D. and N.E.S., it has been decided to bring about some fundamental and far-reaching changes in the existing training programme and to extend its scope so as to embrace all categories of development personnel, from the Development Commissioner at the top to the Village Level Worker at the bottom. The new pattern of training contemplated is briefly indicated below:—

(a) All Block level extension officers including the Block Development Officer should receive orientation training together at common centres.

(b) Job training for each category of personnel should be arranged in specialised training institutions being run or to be run by the concerned Ministries.

(c) Refresher training be given to all Block functionaries as well as district heads of Technical Departments concerned with Community Development.

(d) Establishment of a Training Centre to train all the Instructors, Principals, etc., of Training Institutions.

(e) Both administrative and technical key personnel including Collectors, Heads of Departments, Development Commissioners etc. should be afforded special facilities for study in Community Development.

(f) Redefinition of the role of Women Workers in Blocks. Provision of separate training facilities for women extension workers to equip them to discharge their new responsibility for work among women and children.

3. (a) *Orientation Training Centres.*—It is proposed to convert the existing Development Officers' Training Centres into Orientation Training Centres as well as to set up new ones. At these Centres not only will Block Development Officers receive their job training and district level officers refresher training but also all Block Level Officers including Block Development Officers will go through a common course of Orientation training. The ultimate intention is that these Training

Centres should become special wings of Administrative Training Schools already set up in some States and likely to be established in others. This fact, therefore, will have to be kept in view by the State Governments while deciding the location of their Administrative Training Schools to be set up as well as of Orientation Training Centres. Apart from conversion of the existing 4 Block Development Officers' Training Centres, it is proposed to set up under this Ministry 4 or 5 new Orientation Training Centres during 1958-59. Location of the latter will depend, among other things, on availability of facilities like existing suitable buildings, land, water and electricity, etc. The State Governments are requested to make specific offers to start such Centres.

(b) *Job Training.*—As mentioned at (a) above, the job training of Block Development Officers will be conducted at the Orientation Training Centres. The duration will be 1½ months. The job training of other Block level functionaries will continue to be imparted in the respective training institutions run by different Ministries. As for Village Level Workers, a scheme for the integration of Basic Agricultural Schools with the Extension Training Centres is being worked out by the Ministry of Agriculture; and the new syllabus which is being formulated on a regional basis will combine both the job and extension aspects of training.

(c) *Refresher (subject-matter) Training.*—To Block Level Extension Officers this training will be imparted in the respective colleges and subject-matter training centres. The Orientation Training Centres will, however, provide facilities for refresher training to district level officers and Block Development Officers. This will imply that the training of Group Level Workers at present being conducted by the Ministry of Agriculture will be given up.

(d) *Training of Key Personnel.*—A Central Institute for study and Research on Community Development will be set up shortly. Officers of the status of Collectors, Heads of Technical Departments, Development Commissioners and their deputies, Secretaries and other senior officers of Development Departments will be brought to this Institute for a period of about six weeks (4 courses per year) when they would be able to study the philosophy, objectives and growing techniques of community development as well as other allied subjects like rural sociology, public administration, etc.

(e) *Training of Trainers.*—This Ministry is proposing to establish an Institute at Dehra Dun for training of Instructors and Principals of the proposed Orientation Training Centres, Social Education Organisers' Training Centres and Women Workers' Training Centres. The Principals of Extension Training Centres, Basic Agricultural Schools,

Cooperative Training Centres, etc., will also be brought here for training. The training will be of 2½ months' duration. The Ministry of Agriculture is to convert the existing Extension Training Centres at Mashobra and Nilokheri for the purpose of imparting training to the Instructors of Extension Training Centres and Basic Agriculture Schools (or integrated Training Centres).

(f) *Training of Women Extension Workers.*—In collaboration with the Ministry of Education and Central Social Welfare Board, the question of separating the training of women extension workers from men Social Education Organisers is being considered. After a final decision is reached in the matter, some of the existing Social Education Organisers' Training Centres will be converted so as to cater to the training of women extension workers only. The duration of their training is likely to be 10½ months which will include both orientation and job training. A separate wing will also be attached to these training centres for imparting refresher training to women workers.

4. You will observe that the reorganised scheme of training outlined above is a comprehensive one. It embraces training of all categories of personnel directly engaged on or otherwise connected with the programme of community development. Necessarily, therefore, the States will be called upon to depute a fairly large number of field workers of various categories every year for training in the institutions mentioned above. Every effort will be made to make this process of drawing out officers from the States for short periods as convenient and smooth as possible; but, for obvious reasons, the objective of imparting training to such vast numbers can be achieved only if the States extend their fullest cooperation in the various steps involved in the process. The assistance of State Governments will be required in more directions than one. For one thing our old request to the States to utilise the full training capacity at the various Centres will have to be reiterated more forcefully now as hereafter the numbers and the categories of personnel involved will be much larger. Secondly, the Ministry would like to know immediately and in some detail what facilities like land, buildings, etc., any State Government can offer to enable us to decide upon the location of new Centres, particularly Orientation Training Centres. Thirdly, the State Governments will have to play a much more active and useful role in implementing, coordinating and supervising the training programme in the States than hitherto. For this purpose a suitable machinery will have to be devised and set up in each State. On this point, a separate communication will follow.

5. Kindly acknowledge receipt and communicate your considered views on the Re-organisation Scheme outlined above to help this Ministry to finalise and implement it at a very early date.

D.O. No. 12(101)/57-TG-2, dated the 13th March, 1958, From Shri A. Prakash, Deputy Secretary, Ministry of Community Development, New Delhi, To Development Commissioners of All States.

In Shri Mukerji's D. O. letter No. 18(12)/57-TG-2, dated 11th February, 1958, the revised pattern of training being evolved has been communicated in detail. Under the new scheme, a number of new training centres will have to be started at convenient places in the country. As indicated in para 4 of that letter, the State Governments will naturally have to play a much more active and useful role in implementing, coordinating and supervising the training programme in the States that than hithereto. For this purpose, a suitable machinery will have to be devised and set up at the State level. In this connection the following steps are suggested :

(1) Appointment of Directors of Training in all States with a clear definition of their functions and duties so as to squarely fix their responsibility with respect to the training centres in the State.

(2) Setting up at the State level of a Coordination Committee on training with the Development Commissioner as Chairman, Director of Training as Secretary and Heads of Departments concerned as Members. This Committee would review from time to time the working of the Training Institutions on the basis of reports of inspection furnished by its Members. It will have jurisdiction over all Training Institutions whether run by the State Government or the Central Government though supervision and maintenance of "disciplines" at these Centres will be the responsibility of the Departments dealing with these subjects. The Development Commissioner will furnish to the Central Ministries concerned periodical reports on the working of the Training Institutions and give suggestions for improvement.

(3) Making arrangements for inspection of Training Institutions by Advisers of this Ministry in respect of that part of training with which each is concerned. Besides, the institutions may also be inspected by a team of officers consisting of representatives of this Ministry and other Central Ministries.

2. The above suggestions will, no doubt, entail a good deal of supervisory and follow-up work of the Training Centres. While the administrative responsibility of these Centres will continue to rest with the sponsoring Ministry, the overall responsibility of inspection and improvement will be distributed and shared by all concerned, the intention being to involve the different Ministries, their Advisers and the organisation of the Development Commissioners and other State Departments into the Training Programme.

3. Concrete proposals for setting up a suitable machinery at the State level may now kindly be worked out by the Development Commissioners in consultation with concerned Heads of Departments and action taken intimated to this Ministry.

4. Receipt of this letter may kindly be acknowledged.

LETTER No. 18(27)/58-TG. 2, DATED MAY 1, 1958, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS AND ADMINISTRATIONS.

SUBJECT.—*Central Institute on Community Development—Nomination of Trainees by States for the first course.*

As you are no doubt aware, a Central Institute for Study on Community Development is being set up by this Ministry to provide for Orientation Training of key personnel, both administrative and technical, of the State Governments as well as of the Central Government. This Institute is being set up at Mussoorie (Uttar Pradesh) and is expected to start functioning from June, 1958. The Institute will provide facilities for study in Economics, Public Administration, Political Science, Sociology, etc. and their special bearing on the subject of Community Development. The purpose of these studies is more fully explained in the annexure to this letter. In the view of this Ministry the participation of the officers in these courses will considerably improve their understanding of the Community Development Programme, its problems and solutions and will thus materially assist the implementation of the programme. It is intended that the following categories of officers should participate in the courses at the said Institute:—

(1) Development Commissioners; Additional Development Commissioners; Joint Development Commissioners; Commissioners of Divisions and Secretaries of Development Departments;

(2) Deputy Development Commissioners; Heads of Technical Departments; Regional or Range Officers of Technical Departments;

(3) Collectors;

(4) Assistant Development Commissioners; Senior District Planning Officers and Senior Sub-Divisional Officers.

In addition to the above categories of Officers, Members of Parliament, M.L.As. and other non-officials interested in the Community Development Programme may also participate in the Training courses at the Institute. A definite decision in this regard will be communicated to the State Governments shortly.

2. The course at the Institute will normally be of six weeks' duration but the first course proposed to be started from June, 1958, will be

of one month's duration only. In each course there will not be more than 50 persons. It is proposed that the number of Collectors, District Planning Officers and Senior Sub-Divisional Officers (categories 3 & 4) put together should be equal to the number of all other categories excluding non-officials. The non-official participants may be 20 per cent. This would mean that in a course of 50, there will be 20 Collectors/District Planning Officers/Sub-Divisional Officers and 20 Officers of other categories plus 10 or less non-officials. In order that all the States are allotted seats on a fairly equitable basis, it is proposed that each State may kindly suggest the names of at least one Collector/Senior District Planning Officer/Senior Sub-Divisional Officer and one Officer from the other categories. Bigger States *i.e.,* Uttar Pradesh, Madhya Pradesh, Bombay and Andhra Pradesh, may however, suggest the names of at least 2 Collectors/District Planning Officers/Sub-Divisional Officers etc. With regard to Administrations, they may depute one Officer from either of the two broad categories mentioned above.

3. The Trainees will be provided with free furnished residential accommodation without beddings. There will be a common mess and the Trainees will have to pay for their meals etc., at a reasonable rate. The State Government Officials and M.L.As. and non-officials nominaed by the State Governments will draw travelling allowance to cover their journeys up to Mussoorie and back which will be borne by the State Governments. In order to enable the Officers to meet their boarding and other expenses during the course of the training, an allowance equal to the rate of D. A. admissible to the Officers according to the rules of the State Governments will be paid by this Ministry. The State Governments are, therefore, requested to furnish information about the Officers (as well as M.L.As. and other non-officials) in regard to the rate of D. A. to which they will be entitled according to the State rules so that necessary arrangements for its payment may be made by this Ministry. The State Governments will, of course, sanction advance of T. A. etc., if required by the Officers under the rules. In regard to the M. Ps. the question of T. A. will not arise as they have been provided with free railway passes. In regard to the road journeys from Dehradun to Mussoorie and back and D. A. for their stay at Mussoorie, this Ministry will make the payments according to the Central Government rules applicable to them.

4. The State Governments/Administrations are requested kindly to acknowledge receipt of this letter and let this Ministry know by the 15th of the May, 1958 *positively* the names and category of Officers whom they would like to depute in the first course together with the information regarding rates of D.A. admissible to them. For subsequent courses they are requested kindly to make out a phased programme and to furnish the same to this Ministry as soon as possible.

LETTER NO. 31(64)/57-JT, DATED JUNE 6, 1958, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/SECRETARIES, INDUSTRIES DEPARTMENTS, ALL STATE GOVERNMENTS.

SUBJECT.—*Training Programme of rural artisans, and reorganisation of training*-cum-*production centres in Community Development Blocks.*

The programme of training of rural artisans through the existing training-*cum*-production centres in Community Development Blocks has been under review of the Government of India. It was being observed from the reports of the State Governments and also by the officers of the Government of India who have been visiting those centres that they have suffered from many deficiencies and lapses, which have been subjects of criticism. Some of the main points of criticism are as follows :—

(a) The combining of the production work with the training adversely affects the efficiency of the training programme. Institutions burdened with the responsibility of giving effective training can seldom equally emphasize the commercial production aspects. This hampers progress on both sides.

(b) There is a tendency to shift operational losses on the commercial side of production to the training side by holstering up figures of stock-in-trade etc. The loss in the cost of production in the form of managerial and supervisory charges is debited to the training side and the cost of articles is shown below what it actually would be, if the whole show was run commercially.

(c) The training given under the schemes has not succeeded to any appreciable extent in building up confidence amongst the trainees for self employment as the skilled workers maintained to help the production programme do not allow them to complete the jobs for fear of deterioration of quality and insist on their working as helpers for execution of the commercial orders taken by the centre.

(d) Due to inadequacy of trained personnel for supervisory and teaching jobs competent and experienced hands are not always engaged with the result that the training suffers in quality and often remains incomplete, the organisational marketing, costing and procurement aspects being particularly neglected. Moreover, the Instructors in many cases have no idea of the actual problems of the rural industries and are given no training in the technique of teaching.

(c) As the training-*cum*-production centres have no planned follow up activities in most cases, these have proved no better than purely temporary training centres. The trainees gain neither the necessary skill and competence nor any encouragement to follow up training, with the result that the training proves futile.

2. After very careful consideration the Government of India have come to the following conclusions and decisions regarding training of rural artisans and reorganisation of training-*cum*-production centres in Community Development Blocks :—

(i) That by and large the production-*cum*-training centres have not been functioning very satisfactorily and need thorough re-organisation.

(ii) In order to reorganise these production-*cum*-training centres it is necessary that a proper syllabus should be framed and followed. These centres should be considered as training centres and production should be taken up only for purposes of training or as incidental to training. The element of production should be incorporated in the training programme to the extent necessary to make the training effective and purposeful. These centres should be discouraged from undertaking commercial production. But wherever there is scope and demand, separate production centres can be promoted so that the artisans who are trained in the training centres could also be gainfully employed in the production centres. Later on such production centres could be converted into industrial cooperatives of artisans.

(iii) *Temporary Training Centres* :

(a) There are a number of ill-equipped and ill-manned existing training centres, each catering to one or two trades, spread over the various blocks in a district, without adequate arrangements for supervision. Instead of these mushroom centres three or four Rural Artisans' Training Centres should be organised in a district each meeting the needs of a number of blocks. These training centres should be located at convenient places having proper rural atmosphere. These centres also should be well manned and well equipped, where arrangements could be laid for training different trades suitable to each area.

(b) Construction of new buildings for such Rural Artisans' Training Centres should be discouraged. Houses in the village where such centre is located may be taken on rent for locating the centre. The attempt should be to get the majority of the trainees for the centre from the near by villages. If any hostel

is necessary for a few trainees, rented accommodation may be arranged. After the training centre has turned out two or three batches, it may be shifted to a new place to train artisans of that area.

(c) *Staff for the Rural Artisans' Training Centre.*—One centre may take up 4 trades suitable for the area. About 16 trainees may be admitted for each trade. One Supervisor and 4 Instructors may be appointed on the instructional staff. As regards other staff, one Store-keeper-*cum*-Accountant and one chowkidar-*cum*-Sweeper should suffice.

(d) *Instructors.*—Good Master Craftsmen from the rural areas should be selected as Instructors. To get such persons the minimum salary of an Instructor will have to be Rs. 120 P.M. Orientation training particularly in teaching methods should be arranged for these Master Craftsmen who are selected as Instructors. As regards engineering trades like blacksmithy and carpentry a special course for Instructors will be organised if necessary by the Government of India. It has to be ensured that the Instructors' course for these Rural Artisans Training Centres is organised with a positive rural bias.

(e) *Syllabus.*—A committee should be appointed jointly by the Ministry of Labour and Employment, Ministry of Commerce and Industry and the Ministry of Community Development to draw up a suitable syllabus. Experienced technical persons from the State Governments the Khadi Commission and also the All India Boards should be invited to serve on the Syllabus Committee.

(f) *Selection of trainees.*—Selection of trainees for the Rural Artisans Training Centres should be done very carefully. As far as possible they should be recruited from amongst the rural artisans class.

(g) *Stipends.*—Stipends may be provided in deserving cases on merit-*cum*-poverty basis, but not for all trainees.

(h) *Resources.*—The cost of these Rural Artisans Training Centres may be met from the allotment under "Rural Arts, Crafts and Industries" for a block being served by each Training Centre. In case of Centres organised for the tribal areas supplementary funds may also be forthcoming from the Ministry of Home Affairs.

(i) *Hours of work.*—These centres for training rural artisans may function from 7 A.M. to 1 P.M. so that the rural artisans could take up private work during rest of the day to supplement their earning. Wherever necessary a second shift for training could also be organised.

(j) *Extension.*—The supervisor and the Instructors of the Training Centres should have close contacts with the artisans of the locality. The centre should interest itself in the problems of rural artisans in the surrounding area. It should create a desire in them to improve their skill and technique of production, which "Know-how" could be diffused to the artisans through the centre.

(k) *Supervision.*—Besides maintaining adequate supervision by the concerned department of the State Government the Zonal Organisers of the Government of India may also assist in exercising supervision over these training centres for rural artisans, but care should be taken to ensure that the persons who are deputed for supervision know the requirements of the rural areas.

(l) *Follow-up.*—Adequate steps should be taken to see that follow-up is properly done. While undergoing training the artisans could be acquainted with the rules and working of industrial co-operatives. Immediately after completion of the training and before they leave the centre they might be organised into industrial cooperative sócieties wherever possible. The artisans should also be provided with financial assistance, without any time lag, for purchasing tools, equipment etc., and also for working capital. Block Extension Officer (Industries) and Gram Sevaks should keep close contact with these artisans who are trained in order to ensure that they are assisted to continue in the trade in which they are trained and are also gainfully employed.

(iv) *Peripatetic Centres.*—The peripatetic parties usually consist of an Instructor and/or one or two skilled craftsmen each carrying improved tools. They demonstrate new skills and acquaint the artisans, in a central village, with new tools and then move on to another village after a short period. The general drawback experienced in such cases is that there is no machinery to follow-up the work done by these parties to ensure that the instructions given by the parties are put into practice and equipment supplied is installed and worked properly. It is also observed that as there is no sufficient provision for compensating the skilled artisans for loss of earnings caused during such training hours they are not sufficiently attracted to this training and come for casual observation only. It has also not been possible to attract good Instructors to form the training team. The Instructor quite often is a skilled craftsman having had no training in teaching techniques and there has been no adequate supervision of these peripatetic parties.

In view of this and also the proposal to have temporary training centres as referred to earlier, it is felt that no separate peripatetic training centres are necessary. It is recommended that each State should make a close scrutiny as to how many existing peripatetic demonstration parties can be wound up. These observations do not refer to the type of mobile workshops organised on the lines started by the Small Industries Service Institute.

(v) *Urban centres in C.D. Blocks.*—The Ministry of Labour and Employment would examine whether any urban training centres for engineering trades started in the C.D. Blocks can and should be integrated with the training centres of that Ministry. The State Governments should furnish a list of such training centres to the Ministry of Community Development for further action. While furnishing the list they will indicate the location of these training centres, number of trades and capacity for training in each trade, and also a list of machines and equipment.

3. The State Governments are requested to take necessary action for implementation of the above decisions as early as possible.

4. This communication is issued with the concurrence of the Ministry of Commerce and Industry and the Ministry of Labour and Employment.

6. Receipt of this communication may kindly be acknowledged.

Letter No. F. 18/44/58 OT, dated the 9th September, 1958, From the Government of India, Ministry of Community Development, To the Development Commissioners, of All States/Administrations

Subject.—*Orientation Training of Community Development Personnel.*

I am directed to invite reference to the footnotes* and to state that as a first step towards the implementation of the re-organisation of training programme, it has been decided to convert the existing four Development Officers' Training Centres at Nilokheri (Punjab), Ranchi (Bihar), Himayatsagar (Hyderabad), Bakshi-ka-Talab, Lucknow (U.P.) into Orientation Training Centres and to set up a new Centre at Udaipur. The first training courses at these Centres will start on 10-10-1958. A few more Centres will also be established shortly in different states.

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*1. Shri B. Mukherji's D.O. letter No. 18/12/58-OT, dated 11-12-1958

2. This Ministry's letter No. 3/21/58-OT, dated 11-8-1958.

2. The object of setting up the Orientation Training Centres is to provide both orientation and job training to Block Development Officers and Orientation training to Block Extension Officers with a short period of refresher training to Block Development Officers who have worked for some time and District Heads of Departments. The duration of the combined orientation and job training course for Block Development Officers will be three months. The first course of Orientation Training will be for 1½ months from 10th October to 23rd November, 1958. This will be attended by untrained Block Development Officers along with Block Level Extension Officers. After the completion of the Orientation Training the Extension Officers will return to the respective States, while the Block Development Officers will continue to stay in the Orientation Training Centres to attend the job training course from 27th November 1958 to 10th January, 1959. They will be joined by Block Development Officers from the field who have already received training in one of the Development Officers' Training Centres and have worked longest in the field. Simultaneously with this Job Course but separately a refresher training lasting for a period of 3 weeks from 27-11-1958 to 18-12-1958 will be provided to the District Heads of Technical Departments and also to Block Development Officers who will have come for job training. The Second Orientation course for 1½ months will also be held simultaneously from 27th November, 1958 to 10th January, 1959. This will be followed by the 2nd job training course commencing on 14th January, 1959 and last till 27th February, 1959. State and Centre-wise allotment of seats for these courses at the above mentioned five Orientation Training Centres is given in the attached statements.

3. I am to request that the State Governments/Administrations may please take immediate action to select the officers to be deputed for training in the first course commencing on 10th October and intimate their names to the Principals of the respective Centres by *30th September, 1958 at the latest,* under intimation to this Ministry. The Block Development Officers to be deputed for Orientation Training from 10th October to 23rd November, 1958 should be those who have not received any training previously at the Development Officers' Training Centres while the Social Education Organisers should preferably be those who have already been trained in Social Education Organisers' Training Centres. Since it has been decided to separate the training course for women Social Education Organisers the training in Orientation Training Centres will be *exclusively for men Social Education Organisers.* The Extension Officers may be selected, according to administrative convenience, in any proportion of different functionaries within the number of seats allotted. The Extension Officers will be from the field of agriculture, animal husbandry, co-operation, panchayat, industries and public health.

4. It has been our experience that full training capacity in the various training centres run by this Ministry has not always been utilised. The need for advance planning by the State Heads of Departments in this regard cannot, therefore, be over-emphasised. You are requested to ensure that for the courses to which this letter relates, the full capacity of every category of officers allotted to a State is utilised.

5. A copy of the syllabus for Orientation Training recently finalised by an Expert Committee is sent herewith. More copies will be supplied when printed. Syllabus for Job Training is being finalised and will be forwarded to the State Governments shortly.

6. All the officers deputed for training will be entitled to compensatory allowance @ Rs. 75 per month per head for the entire period of training. This will be borne by the Central Government. There will be a common mess at each Centre and the trainees will have to share the charges. They will also have to pay the other hostel expenses on account of rent of room, light etc. The expenditure on their T.A. from their Headquarters to the Training Centres and back will, however, be borne by the State Governments.

7. The receipt of this letter may please be acknowledged.

D. O. LETTER No. 10(21)/58-NIT, DATED THE 16TH SEPTEMBER, 1958, FROM SHRI B. R. TANDAN, SECRETARY, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATES.

I am enclosing a note *on the "Second Front" by the Minister for Community Development which was considered by the Informal Consultative Committee of Parliament on the 10th and 12th instant.

The consensus of opinion was that with the increasing involvement of people of different categories and at all levels in the Community Development Programme, it is essential that suitable arrangements should be made to equip such people with the necessary information and outlook. The process for doing this, for want of a better word, may be called "training" or "orientation", but the intention is that they should be given the opportunity to acquaint themselves with all facets of Community Development Programme so as to enable them to actively participate in the Community Development Programme.

The present letter is intended to deal only with the "Orientation of Members of Block Development Committees". After the Abu decision of making the Block Advisory Committee the Block Development Committee and making its decisions binding, the role of its members

N. B.—Enclosures not printed.

*Note printed.

has become still more important. They have to consider themselves as an integral part of the total democratic process. They have to realise the role of community development in the social, political and economic development of the people. That in the proper discharge of their duty as members of the Block Development Committee, they are playing one of the most vital roles in the development process, is a matter they have to fully realise. Broadly speaking, the eight items mentioned in para 7 of the note, give the framework of the contents of the syllabus for the orientation of members of Block Development Committee.

At the suggestion of the Informal Consultative Committee, a small committee is to go into the contents of the syllabus. Your suggestions in regard to the contents of the syllabus will prove helpful. The said committee is expected to complete its work by about the end of the month. You are, therefore, requested to send your views on the syllabus as soon as possible.

The duration of the training may be about a week. Batches of members of Block Development Committees may consist each of about 50. For convenience of work, a suitable location may be found where buildings and other facilities are available. It is felt that one such centre per Division, *i.e.* about 5 to 6 districts, should prove adequate.

As to who should be entrusted with the training of non-officials at different levels, the Informal Consultative Committee was of the view that such training, as far as possible, should be entrusted to non-official voluntary agencies with which, of course, important officials in the region would be associated for such assistance as they can render to supplement the effort of the non-official organisation. Para 8 of the note mentions by way of illustration the type of institutions that can be thought of in this context. There may be quite a large number of other institutions actually working with a spirit of service which could be drawn in, to undertake this work. If the institutions have facilities for accommodating the visiting batches of people and also for class-room lectures etc., the centre may be located at such a place. Alternatively, some of the people working in such institutions who are known for their spirit of service, outlook and ability may be entrusted the work of training at another place where the State Government or the institution itself may be able to find suitable accommodation and other facilities. It is not the intention to burden this scheme with any big financial expenditure. Construction of new buildings for the purpose is out of question. Existing resources of space, personnel, equipment, etc. belonging to the institution or the State Government have to be utilized to the maximum. The State Government may carefully consider all these aspects and suggest to the Ministry the names of institutions which they consider would be able to take up this responsibility in their State. If any institution requires some modest assistance, the details thereof may be mentioned.

After a decision is reached about the institutions that could be utilized for this work, it is intended that the Ministry will organise a camp or two for training the representatives of such institutions to become the trainers. Such trainers' training camps may be held in different parts of the country to suit a group of States from different regions.

Should you consider that some better alternative arrangement may be desirable, we shall be glad to have your suggestions.

In view of the very great importance of the work entrusted to the Block Development Committees, it is desired that this training programme should start as early as possible, latest by the end of this year. I shall, therefore, be very grateful if you will kindly give this matter your personal attention and make your detailed suggestions in regard to it.

As we would like to finalize this programme at the staff meeting of Development Commissioners in first week of November, a reply from you so as to reach us by 15th October, 1958, is solicited.

LETTER NO. 7(13)/58-P & C, DATED DECEMBER 27, 1958, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT.—*Training of non-official members of the Block Development Committees.*

Please refer to my D.O. letter No. 10(21)/58-NIT, dated September 16, 1958 in which preliminary views of this Ministry regarding training of non-official members of the Block Development Committees were communicated. Since then the matter has been discussed at the Staff Conference of Development Commissioners held on 6th and 7th November, 1958 and subsequently at a meeting of the Central Committee held on 6th December, 1958. A copy of the scheme as emerging is enclosed (Appendix I). As this is a very important scheme, it is necessary that the training envisaged therein is imparted in a suitable atmosphere, amidst rural surroundings and through carefully selected instructors. Further development of the programme will be promoted gradually through trial and error and without any regimentation. Thus, there is no rigidity about the pattern either of the agency conducting the training or of location of centres and selection of trainers etc. It is proposed to start this programme with effect from the next financial year. Completion of necessary preliminaries, as briefly indicated below, will be necessary :—

(1) *Location of Institutions.*—Development Commissioners may please arrange to get into contact with the non-official voluntary

institutions, operating in their States, ascertain their willingness and assess their resources both in the matter of space, personnel and other necessary facilities, and decide their suitability for being entrusted with the responsibility of training. An illustrative list of institutions is enclosed (Appendix II)*. If there are any other institutions functioning in your State, they may also be considered. The names of such institutions together with full particulars in regard to their resources of space, personnel and equipment etc. may be forwarded to this Ministry.

(2) *Venue of training.*—While one training centre per district would be the ideal, it may be difficult to achieve it in the beginning owing to lack of suitable institutions. A start may therefore be made on the basis roughly of one centre per Revenue Commissioner's Division, where it would be possible to hold 8 to 10 camps in a year in two or three spells of 6 to 8 weeks each. Additional centres may be opened at suitable intervals in the light of experience gained. Efforts should also be made to locate a training centre as near as possible to a group of blocks in order to avoid long and tedious journeys on the part of trainees to and from the training centres.

(3) *Programme planning.*—The programme of training may, for the present, be planned on the basis of the total number of members of Block Development Committees of the existing blocks, so as to complete it by the end of the Second Plan period.

(4) *Training of Trainers.*—Two full-time trainers or instructors would, it is felt, be able to meet the requirements of a training centre. It is envisaged that the institutions concerned will have adequate personnel for their normal activities. By suitable reshuffling of duties of their existing functionaries, the institutions may be able to provide the services of at least four part-time functionaries who are considered suitable to work as trainers. This would ensure availability of at least two trainers throughout the training course. Each institution may be asked to recommend the names of four such suitable trainers. The selection of trainers will be made by this Ministry from amongst the names recommended by the institutions and in the light of the advice of the State Governments. While forwarding these names, State Governments may please furnish full particulars of each candidate, indicating his age, educational qualifications, outlook on life and the record of public service rendered in the past etc. Before being required to take up the programme at their respective centres, the selected candidates will be given an orientation training in a camp of a month's duration, arrangements for which would be made by this Ministry.

(5) *Financial arrangements.*—The expenditure on this scheme will be borne in full by this Ministry and will be paid to the institutions as grant-in-aid on a *per capita* agreed basis to cover the entire expenditure.

*Not printed.

The precise amount of this grant as also its *modus operandi* is under consideration in consultation with the Ministry of Finance and will be intimated as soon as a decision has been taken, pending which no commitment in this regard need be made to the institutions.

2. I am accordingly to request that necessary action on the above lines may be initiated as early as possible and the requisite information furnished to this Ministry so as to reach by 31st January, 1959.

The receipt of this letter may kindly be acknowledged.

APPENDIX I

Enclosure

Scheme for Orientation Training of the non-official Members of the Block Development Committees.

SALIENT FEATURES

Objective :

To properly equip the non-officials associated with the Community Development Programme at the block level with the necessary knowledge and information so as to enable them to play their role fully and effectively in the planning and implementation of the development programme relating to their respective block areas and thereby to expedite the pace of democratisation of the people's institutions and devolution of power and authority to the people and their associates in keeping with the directive principles of the Constitution.

(1) *Pattern of Training*.—The training will be divided in two parts *viz*., (i) orientation training and (ii) subject-matter training. The orientation training will be imparted in camps of a week's duration to batches of 50 trainees. This training will be further sub-divided into :

(a) Orientation training, where the approach, attitude and the role of members—their duties and rights would be explained. The trainees would be instructed in the objectives and philosophy of the Community Development Programme—the day-to-day mechanics of its working and the relationship of all these to the socialist pattern of society as envisaged in the Constitution.

(b) Field visits to nearby institutions or leading individuals and Government offices with a view to studying the process of work followed there.

(ii) Subject-matter training would be a continuous process by arranging talks and discussions by the different subject-matter specialists on their subjects at meeting of the Block Development Committees.

(2) *Syllabus of Training.*—The syllabus for training has been drafted by a special committee composed of a few M.Ps. with Shri Balvantray G. Mehta as Chairman. A copy of the proposed syllabus is attached. This syllabus is considered suitable for adoption in the beginning and may be suitably modified subsequently, if considered necessary, in the light of experience.

(3) *Agency of Training.*—As far as possible, this training will be imparted by non-official voluntary agencies—educational, social service and others, who have the requisite facilities and are considered suitable to undertake the work. The facilities available with an institution in the matter of accommodation for trainees, class-room lectures, equipment, quality of teaching personnel etc. will be fully utilised. All these will have to be properly assessed in respect of each institution before it is selected. Information in this regard will be collected both from the State Governments and the institutions concerned. The scheme does not admit of construction of new buildings as it is the intention to maximise the use of all available resources in the country. The entire expenditure is proposed to be borne by the Central Government.

(4) *Selection of Institutions.*—The suggestions about institutions likely to be suitable agency of this training, received from the State Governments, would be considered by the Ministry. The Consultative Committee of the Parliament is keenly interested in the training of non-officials at all levels. The Ministry would try to consult members of this Committee familiar with different parts of the country and on their advice as well as such other information as the Ministry may have in this regard, it will decide on the utilisation or continuance of the services of any particular institution.

(5) *Venue of Training.*—The total number of non-official members of the Block Development Committees all over the country at present is estimated at about 60,000—70,000. It is considered that the trainees would be able to avail of the training only during their off-seasons in two spells of about 6 to 8 weeks each. In order to complete the training of the existing personnel, if possible, by the end of the Second Plan period, it would be necessary to set up about 60-70 training centres or camps. This would work out roughly at one centre per Revenue Commissioner's Division. This number is however only notional and the precise number of institutions to be located in any area will depend on the availability of suitable institutions. There would be no objection to have centres at lower levels to serve a group of blocks, if suitable institutions become available. Thus there is to be no rigidity as to location of centres. Buildings spared by the State Governments for this programme, if any, will also be utilised and made available to the non-official institutions for the purpose.

There may, however, be some difficulty in locating sufficient number of suitable institutions as per the aforesaid schedule, in which event, it would become necessary to consider alternative arrangements. Taking all aspects into consideration, a beginning may be made with the establishment of at least one training centre in each State where it would be possible to hold about 8-10 camps during 1959-60. Additional centres may be set up progressively at intervals of about three to four months depending on the availability of additional institutions and the experiences gained. A phased programme will be drawn up on receipt of full information regarding the non-official institutions and the facilities available with them.

(6) *Capacity of an Institution.*—The standard batch of trainees should be 50 but it may vary a little in the light of the facilities available at each institution selected for training; as also to provide against contingency of some trainees dropping out at the last minute.

(7) *Training Sub-committee of Block Development Committee.*—It will be the duty of each Block Development Committee to ensure training to each of its non-official members. It is, therefore, suggested that a small training sub-committee may be formed by the Block Development Committee from amongst its non-official members. This sub-committee would draw lists of members of Block Development Committee in batches, each of 5 or 6, after consulting the convenience of the members. Having formed such batches, the sub-committee would inform the concerned training institutions about them stating when, which batch, would go for training. Thereafter, the sub-committee would act as a liaison between the training centres and the trainees. For convenience, the sub-committee may appoint one of its members as a convener who may discharge the necessary liaison functions between the trainees and the training centre. It would not be desirable to have all the members of a single Block Development Committee trained in a single batch. Exchange of inter-block experience by having small batches of 5 or 6 people from each block would also be an education in itself.

(8) *Financial Arrangements.*—As stated above, the entire expenditure on this programme is proposed to be borne by the Central Government and would be paid to the institutions as grant-in-aid on a *percapita* basis according to the number of persons trained. This grant will cover all expenses of training including messing, staffing, accommodation for trainees and trainers and all other reasonable overheads. Provision will also be made for the cost of transport and expenditure incurred by the trainees on their journeys to and from the training camps.

In order to ensure a smooth working of the programme, it would be necessary that non-official institutions are provided with funds well

in time for meeting the expenditure. Subject to approval of Ministry of Finance, it is proposed to pay to the institutions an initial advance to cover estimated expenditure for six month period. Reimbursement of the expenditure actually incurred will be made on a quarterly basis on submission of certified statements of expenditure from the institutions. Final adjustment will be made annually on the basis of audited statements of accounts as certified by the Chartered Accountants of the institutions. It is proposed to utilise the agency of the District Collectors for payments to the institutions concerned. This proposal and its procedural details will be finalised in consultation with the State Governments and Union Ministry of Finance.

(9) *State-wise Training Plans.*—It is considered that this scheme of training would be a continuing programme up to the end of the Third Five Year Plan. However, for the present, the programme may be planned up to the end of the Second Five Year Plan period. It will be necessary for the State Governments to draw up a time-table on a phased basis for this programme. Where the number of members of the Block Development Committees was unduly large (as in U.P.), the number of trainees may be reduced to about 30 per block *i.e.* to three per V.L.W.'s circle, and the training capacity of the institutions linked with the requirements of the Blocks, having regard to their location and other relevant factors. It will also be necessary to arrange for some lectures by an officer at the District level, preferably the District Planning Officer or a competent Block Development Officer etc. The Development Commissioners will be requested to arrange for this.

(10) *Literature.*—It is proposed to prepare booklets of about 20-24 pages each, on the important topics covered in the syllabus. These booklets are intended to serve as only guide books (not text-books) for use both of trainers and trainees. These books would be written in simple language which the villagers would be able to understand. These will be initially written in English and then translated in the regional languages for distribution to all training centres. Sets of these booklets will also be given to trainees so that they could use them as reference material after they go back to their villages on completion of their training. No honorarium for writing these books is intended.

(11) *Training of Trainers.*—This training being very important, it is to be carefully conducted. Entrustment of the training to merely professional instructors is, therefore, to be avoided. Voluntary institutions selected for the purpose may have some individuals with them who may prove to be suitable to act as trainers for this training programme. Such persons would also not be able to take up this training directly. They themselves would require a detailed orientation course. So, training of trainers will have to be organised. This training will

have to be fairly exhaustive and should be of about a month's duration. For each centre, it is proposed to train three persons so that, at any time, at least two of them would become actively available for the work. There would be some leading Sarpanches of panchayats in different parts of the country with knowledge of English, who if they attend the trainers' training camps, would imbibe a proper perspective and in their own areas may be helpful to assist the training programme by associating in the camps of the Block Development Committee members' training at different centres near about their residence.

It is proposed to bring together these trainers in camps in suitable batches for purposes of giving them necessary initial orientation. Ministry of Community Development will organise these camps and will bear the entire expenditure. The training of trainers will have to be completed before the main training of the members of the Block Development Committees starts.

Syllabus for Orientation Training of Members of Block Development Committees—Part I

(1) *Local Self Government institutions and their role in the process of democratic decentralisation* : (Periods—3).

Panchayat basic and most important unit of local self government—its responsibility for alround village development—its rights to get assistance, technical, financial, etc. from higher levels, such as District, State, etc.—Panchayats to build higher democratic formations as at block and/or District level—village planning part of block planning—Village Panchayat and Block or District Panchayat most important stages in the process of democratic decentralisation—Block Committee vitally concerned on the one hand with the village and on the other with the district.

(2) *District Plans with emphasis on the Block Plans* : (Periods—3).

District Plans, their scope and limitations—place of Block Plan in the District Plan—Block Plan to be framed on basis of factual requirements of Block population, *e.g.* food, clothing, supplies and credit for agriculture and village industries production programme—development of co-operative in all spheres as part of block and village planning—self-sufficiency and self-reliance, as far as possible, in primary necessities should be the guiding aim of Block Plans.

(3) *Duties and rights of* : (Periods—3).

(i) *Village Representatives.*—Duties more important than rights—rights flow from duties properly performed—duties to the village communities, first to the backward sections—duties to the block—rights to get correct information from people and from the departments—rights to get timely assistance from the people and from the department.

(ii) *Official Departments.*—Duty to understand that the programme is of the people—people's will should be the deciding factor—correct information should be placed before the people directly and through their representatives about the working of different schemes—keeping people informed of the availabilities of different supplies, credit, etc.—giving timely assistance, technical, financial or of supplies to the people to the extent possible,—if there is shortage either of funds or materials, then to take into confidence leaders of the people so that they can put to the best use the materials in short supply—to place correct information of budget provisions and the nature of different schemes and financial assistance available thereunder—above-all, to recognise that the administrative machinery is to assist the people, to make their work easier—the departments have a right to place their honest point of view before the people and their representatives to help them in taking the decisions—they have a right too refer to higher levels where, in their opinion, some decisions of a village or group of villages are likely to affect adversely the larger picture of block development.

(4) *Sarvodaya and Gramdan* : (Periods—3).

Sarvodaya approach—Gramdan concept—How it can accelerate the real community development by fostering brotherhood and solidarity amongst the people—encouraging their co-operative way of life—creating an urge for self-sufficiency and exchange or barter of different items of village production, of agriculture or of cottage industries, leading as far as possible, to area's self-sufficiency, particularly in the primary needs of life—propagating ideas of equitable sharing, social justice and uplift of the last man.

(5). *Philosophy and objectives of community development programme* : (Periods—2)

(a) Historical background. Isolated efforts in the past by individuals and institutions—Tagore's efforts—Baroda State Schemes—Firka development, Madras—Brayne experiment in Punjab—Martandam in Kerala, etc.

(b) Life in village is an integral whole. Mahatma Gandhi first perceived this truth and tackled village problems in an integrated manner.

(c) Independence of country gives stimulus to the urge for rapid rural development.

(d) Multi-purpose approach and integrated development—essential factors.

(e) Self-reliance and self-help vital to Community Development programme.

(f) It is an area development process also.

(6) *The Role of the People's Representatives in the programme*: (Periods—6)

(a) To live and work for the whole community.

(b) To plan for the whole block consistently with the area plan, if any.

(c) To guide village institutions for optimum use of resources.

(d) To mobilise people to increase their own resources for development.

(e) To build proper relations and to cultivate an outlook to work in co-operation with officials, for the good of the entire area.

(f) To think of the last man first—schemes for uplift of backward sections of community, to be given priority even if it involves sacrifice on the part of the better-off sections.

(g) To consistently think of helping women's work in the villages.

(h) To take active interest in schools and the health of children.

(i) To energise village institutions to work for better sanitation, and health in the villages.

(j) To study budget of the block.

(k) To help all items of community organisation and social education.

(l) To take active interest in the work of the B.D.C. by regular attendance—effective participation, and continuous follow-up of decisions.

(m) To impress upon all concerned to incur expenditure out of public funds with the same care as one exercises while dealing with one's own funds.

(n) To see that short-term credit is used by the villager for the purpose granted, and to ensure their re-payment.

(o) To give moral tone to the life in the villages, and to raise the social behaviour of the entire community.

(p) In short, for total development of the block area, the responsibility right from the initial stages till the success of the plans undertaken should be considered as their own.

(7) *The day-to-day mechanics in the implementation of the Community Development Programme*: (Periods—6)

(a) Departments of administration dealing with development subjects, like agriculture, animal husbandry, cottage industries, co-operation, education, health, etc., were in the past accustomed to work in mutual isolation. They were not positively encouraged to work together as a team. If village development is to be really integrated, then mutual inter-actions of

programmes of different departments should be attended to constructively. Hence, need for team approach. Community Development Programme aims at this aspect.

(b) Different departments had no staff to reach the people. Staff brought up to Block level. Further support given through V.L.Ws. nearer ground. Co-ordination introduced at all levels. As State level, Development Commissioner is the leader of the team of heads of departments. At District level, the Collector, and at the Block level, the B.D.O. In the V.L.W., the functions of all departments merge.

(c) Formation of Block Advisory Committees—a positive step to create greater initiative and enthusiasm among the people. Gradually, wider representation ensured on Block Advisory Committees. Recommendation of COPP Team to make Block Committees statutory executive bodies. As interim preparatory measure, Block Committees renamed as Block Development Committees. Their decisions to be implemented. Difference of opinion to be referred to the State Governments. Chairman and Vice-Chairman to be non-officials. Sub-committees of B.D.Cs. to be in-charge of different facets of programme. Progressively, more and more initiative to be exercised by people's representatives in the B.D.Cs. They, in turn, are responsible to mobilise village institutions and village people into constructive action. Officials always to be available for technical assistance, supplies.

(d) People's organisations at the village to be strengthened. Panchayat, the main single institution, with responsibility for total development in the village. Village Co-operative essential for economic side of work. Voluntary organisations, such as Mahila Mandals, Youth Clubs, Gram Sahayaks, Farmers' Mandals, etc. to act as limbs of Panchayats. Village School the nucleus of Youth and Children's programme in the village and to serve as the meeting point for all people of the village.

(8) *"Know your village"* : (Periods—2).

Importance of having factual information about villages, how and where to get facts and figures. Duty of people to help in collecting factual data from the village to serve as basis for realistic planning.

Part II of the Syllabus for Block Development Committee Members covering practical field visits and study tours

At least the same period, *i.e.*, minimum of 28 hours during the whole training should be devoted to field visits to Institutions, individuals, projects, administrative officers, etc. in the nearly areas with a

view to know the actual process of work going on. Different areas may have different types of institutions available for the purpose. The following list which is illustrative rather than exhaustive covers the types of institutions, and individuals that may be visited during the training period :

(1) *Institutions* :

(i) An efficiently running Panchayat;
(ii) An efficiency running Co-operative Society;
(iii) A Farmers' Club;
(iv) Well running voluntary institutions, such as Mahila Mandals, Youth Clubs, Public Co-operation Centres of Bharat Sevak Samaj;
(v) A Co-operative Bank;
(vi) Agricultural Research Farm;
(vii) Seed Multiplication Farm;
(viii) Dairy Farm;
(ix) Cattle Farm;
(x) A Poultry Farm;
(xi) A Sheep Breeding Station;
(xii) Training Schools;
(xiii) Extension Training Centres;
(xiv) Industrial or Vocational Schools;
(xv) Afforestation programmes including nursery reforestation etc.;
(xvi) Municipal Compost Manufacturing Programmes, if any, or Sewage Stations;
(xvii) Cottage and Village Industries Centres;
(xviii) Ashrams doing social work;
(xix) Library net-work, if any, in the area;
(xx) Ashram Schools in Tribal areas.

(2) *Individuals* :

(i) Advanced type of a successful farmer whether a Krishi Pandit, or not;
(ii) A successful cattle breeder;
(iii) A successful poultry breeder;
(iv) A leading cooperator;
(v) A leading woman social worker;
(vi) A leading adult education worker;
(vii) A leading humanitarian worker.

(3) *Projects* :

(i) Any irrigation or hydel project;
(ii) Any key industry;
(iii) Any mining undertaking;
(iv) Any refineries etc.

Visits to projects are more intended to fill them with enthusiasm at the development taking place.

(4) *Administrative Officers* :

(i) Various officers at the Block Headquarters with particular emphasis on how they are working;
(ii) Administrative officers at the District Headquarters explaining the actual process of work in each of them;
(iii) District Banks dealing with Rural Credit;
(iv) Co-operative Marketing Societies, if any.

It may be emphasized that during the visit of each of the above institutions, or individuals, the idea is to understand the process, or the working methods of each, so that the members can acquaint the people generally as to what can be done, where, and how, and what cannot be done.

(Sd.) BALVANTRAY G. MEHTA.

GRAMDAN MOVEMENT

LETTER NO. 110(1)/57-PRG. DATED THE 4TH JUNE, 1957. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Community Development—Peoples' Participation—note of Shri Shriman Narayan—circulated.*

With reference to the discussions in the last Development Commissioners' Conference at Mussoorie on "Gramdan" I am herewith enclosing for your information a note from Shri Shriman Narayan, General Secretary of the All India Congress Committee.

ENCLOSURE

A note on Gramdan movement

1. In the Gramdan Villages, a portion of a land is reserved for common cultivation in the form of an Agricultural Co-operative. If the village community so desires, it may pool the whole land and cultivate it co-operatively. Vinobaji is in favour of such co-operative farming, although he would not like to impose the pooling of whole village land against the will of the people. If the Gram Sabha likes to divide the whole village land in two or three or four contiguous plots for carrying on co-operative farming, they can do so. The main idea is that the size of the co-operative farm should not be so big that various families working on the farm are not able to maintain intimate social contacts. Co-operative farming should, of course, be voluntary and not in the nature of an imposition. But villagers should be explained the benefits of co-operative farming and experiments on a few model farms will go a long way in convincing them about the advantages of co-operative farming.

2. Even if it is not possible to pool the land of the whole village in one co-operative farm, plots of land will be allotted to different families only for use and not in the form of individual property. The plots allotted to various families could neither be sold nor mortgaged. They could remain with the families only so long as they are properly cultivated in accordance with plans of the village community. The families are expected to use co-operative methods to the maximum extent in various processes of farming including ploughing, weeding, harvesting, irrigation, manuring and marketing. This kind of mutual aid could also be regarded as a form of co-operative farming. At any rate, in Gramdan villages the land will belong to the community and not to the individual families. The Gram Sabha will collect rent from different families and pay it to the Government.

3. Vinobaji is of the view that productivity on land does not necessarily increase with the size of the farm. In a country like India, intensive methods of farming would be necessary. Of course, the plots should not be too small and land should not be wasted by erecting boundaries between different fields. India could follow the Japanese method of dividing different farms by sowing a crop-strip of a different colour between two plots. In addition, co-operative methods must be followed in as many agricultural processes and activities as possible.

4. Wherever the village community is willing to pool the whole land in the form of a co-operative farm, we should welcome and encourage the Gram Sabha by giving them all the necessary facilities of credit, irrigation, better seeds etc. Community Development Projects should also be given top priority in Gramdan areas. Collectivisation has failed in the Western countries mainly because it was forced on the people against their will. If in Gramdan Villages the people have co-operative farming on a voluntary basis, it is bound to succeed. The basic principle ought to be that there must be full enthusiasm among the people for co-operative farming.

5. In Gramdan villages Gram Sabhas are being established on the basis of one representative from each family of the village. These Gram Sabhas have different Sub-Committees for co-operative farming, legal affairs and other developmental activities. The decisions of these Gram Sabhas are, as far as possible, unanimous. Vinobaji will very much like the Government and the Community Project Administration to help these Gramdan villages and co-ordinate the C. P. and N.E.S. activities with Gramdan development work. He is very keen that various State Governments should enact necessary legislation at an early date so that the Gramdan villages may receive the legal recognition for the grant of State loans, and for the collection of rent through the village community. He did not at all agree with those who thought that no Government help should be sought in Gramdan villages.

New Delhi
Dated 13-5-57.

(Sd.) (SHRIMAN NARIAN)

LETTER NO. 27(25)/57-PRG. I, DATED THE 30TH OCTOBER, 1957. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Co-operation between Community Development and Gramdan movement.*

I am directed to forward herewith (on reverse) a copy of the statement issued at the conclusion of the Gramdan Conference held at Yalwal (Mysore) on September 21 and 22, 1957 for information.

GRAMDAN AND CO-OPERATION

Enclosure

(Statement issued at the conclusion of the Gramdan Conference, held at Yalwal (Mysore), on September 21 and 22, 1957).

At the invitation of the Sarva Seva Sangh, a Gramdan Parishad was held on September 21 and 22, 1957 at Yelwal in Mysore State. The Rashtrapati graced the Conference with his presence. Other invitees, from all India, deeply interested in this Movement, were also present.

2. Acharya Vinobaji explained to the Conference how he came to adopt the non-violent technique for the solution of socio-economic problems, more especially the land problem. Beginning with voluntary land gifts, the Movement developed and reached the stage of Gramdan, that is, the gift of entire villages to the village community. More than 3,000 villages have thus far been voluntarily offered as Gramdan to the village community by the people concerned, who have thereby renounced their private ownership in land.

3. The participants in the conference welcomed this Gramdan Movement and expressed their high appreciation of the objective underlying it. This would lead to a fuller development of co-operative life and effort in the villages concerned and would also result in the economic betterment of the people of these villages and all-round progress and development. It would further create the psychological climate all over India for the solution of the land problem and for the furtherance of co-operative life. The essential feature of this Movement was the non-violent technique adopted and its voluntary character. Thus, the ethical approach was combined with practical economic advantages and the development of a social order based on co-operation and self-help. Such a Movement deserves every kind of help and encouragement.

4. The members of the Central and State Governments who were present, while expressing their full appreciation of the Gramdan Movement and their desire to help it, pointed out that the Governments concerned would have to proceed with their schemes of land reforms which were based on the abolition of all intermediate interests in land, the limitation of holdings, and the promotion of the co-operative movement in all its phases with the consent of the people concerned. This governmental approach was not in conflict with the Gramdan Movement and would indeed be helped by it.

5. It was further pointed out that the closest co-operation was desirable between the Community Development movement and the Gramdan Movement.

6. At the conclusion of its two days' deliberations, the Conference expressed its high appreciation of Vinobaji's Mission and his efforts to solve national and social problems by non-violent and co-operative methods, and appealed to all sections of the Indian people to give this Mission their enthusiastic support.

LETTER No. 107(91)/57-PRG. I, DATED THE 13TH NOVEMBER, 1957. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Gramdan—allotment of Blocks in the areas comprising villages where Gramdan movement has been started.*

Will the State Government kindly refer to the Misc. recommendation No. V.(j)(v) of the Sixth Development Commissioners' Conference? It has been suggested therein that preference should be given in the matter of opening of Blocks and starting of community development activities in areas consisting of Gramdan villages because of the special atmosphere generated there due to the Gramdan movement. It is hoped that this recommendation is being given due consideration at the time of opening new blocks. We shall be grateful to be kept informed about the action taken in the matter.

LETTER No. 5(59)/57-TG-I, DATED THE 26TH DECEMBER, 1957. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS/UNION TERRITORIES.

I am directed to forward herewith for your information a copy of the minutes of discussions between the representatives of Sarva Sewa Sangh and this Ministry from 15th to 19th December, 1957, on "Co-ordination of Gramdan and the Community Development Movements".

Kindly acknowledge receipt.

ENCLOSURE

Co-ordination of the Gramdan and the Community Development Movements

In pursuance of the conclusions reached in the Gramdan Conference held at Yalwal in September last that the closest co-operation was desirable, between the Community Development Movement and the Gramdan Movement, Minister for Community Development had had a preliminary discussion with Shri Jayaprakash Narayan on 17th and 18th

November. Among the points that emerged in this discussion one was that there was need for a fuller understanding of the philosophy, objectives and methods of working of the Community Development Movement among the workers of the Gramdan Movement and those of the Gramdan Movement among the workers of the Community Development Movement. It was agreed that as a first step in this direction an informal discussion should be arranged in Delhi between the representatives of the Sarv Sewa Sangh and the Ministry of Community Development, to which should also be called a few Development Commissioners. A draft paper could be prepared at this meeting which could be considered at a high level meeting presided over by the Prime Minister. In this paper should be indicated such basic objectives and methods of work and procedure as will secure the co-ordinated operation of the two Movements. These discussions have taken place and this paper is based on the results of these discussions.

Objectives :

The objective of the Community Development Programme is to promote the all-sided development of the village community, including their economic, political, social, cultural and moral developments; in particular,

(a) to develop a spirit of community life among the people by promoting co-operation and mutual sharing, leading ultimately to voluntary community ownership of the basic means of production, such as land,

(b) to make the village self-sufficient, in the primary needs of life, such as food, clothing and shelter and

(c) to develop self-reliance in the individual, and initiative in the Community so that the people are able to manage and run their affairs themselves and make the villages self-governing units of the larger Indian democracy.

Approach :

The programme of Community Development in the Gramdan villages should be an integrated one having in view the all round development of the village community. The Development Programme must, therefore, foster the spirit of community cohesion which is initially generated by Gramdan. Secondly, the programme should help in the development of collective initiative of the people so as to enable them progressively to manage their own affairs.

For this purpose the following points must be particularly borne in mind :—

(a) Subject to the emphasis on the uplift of the most needy families, schemes which benefit the whole community should receive priority.

(b) Credit should preferably be made available to the community as a whole.

(c) Revenue should not be assessed individually but collectively for the whole village. The Gram Sabha will be authorised to collect revenue also from those who do not donate their lands to the common pool, and pay for the entire village community. Necessary adjustments in Tenancy Laws and in the system of assessment and realisation of agricultural income-tax will have to be considered in the light of the pooling of the ownership in land.

Programme :

The programme of Community Development while it should be formulated and implemented primarily through the initiative of the people, should aim at securing a minimum increase in the standard of living within a reasonable period of time. The following items in the order in which they appear will indicate generally the priority that should be followed :

(1) Provision of drinking-water facilities.

(2) Soil conservation, reclamation and irrigation.

(3) Provision and encouragement of subsidiary occupations, such as, Poultry, Bee-keeping, Fishery, etc.

(4) Agricultural demonstrations at convenient places in each block, preferably on community land.

(5) The emphasis should be on introduction and development of dual purpose (*i.e.* draught and milk) breeds of cattle. In the backward areas this is particularly important as the economy of those areas cannot maintain two separate breeds.

(6) Organisation of work camps or Bhoosena Corps.

(7) Self-sufficiency in cloth—In the promotion of handloom, the policy needs reorientation so as to ensure that it serves the interests of the community as a whole. This could be achieved by use of Ambar and hand-spun yarn.

(8) Food processing industries and processing of other agricultural produce and raw materials—As far as possible maximum amount of processing of agricultural produce should be done at the village level. For this purpose, provision of warehouses at convenient places easily approachable from the villages and credit against stored goods will be necessary.

(9) Housing for scheduled castes and scheduled tribes who have practically no houses—These houses have to be in keeping with the economic condition of the people. It may be useful to take up pilot schemes through Sarv Sewa Sangh.

(10) Sanitation, hygiene and habits of cleanliness.

(11) Education—The whole programme should be carried out with an educational outlook. Schools should not be rigidly bound by the Educational Code in such matters as hours of study, times of vacations, etc., which should be changed to suit local conditions.

In the opening of new blocks priority should be given to areas where Gramdan has taken place.

An economic survey of the village should be carried out to facilitate preparation of family-wise economic plans. The Sarva Seva Sangh will suggest a proforma with necessary explanatory notes for such survey.

Arrangements should be made to ensure that any information from revenue and settlement records that may be required by the Block staff should be speedily furnished to them.

In backward areas the need for giving legal assistance to the people to get advantage of Protective Acts was recognised but it was felt that the whole question will require further detailed examination.

Credit :

Credit in the Gramdan villages is of fundamental importance and is likely to present considerable difficulties. Non-institutional sources of credit dry up almost completely as soon as individual ownership in land ceases due to Gramdan. It would be essential to give effect to the concept of credit for creditworthy purposes rather than to creditworthy persons. Such credit shall be supervised not only by the Extension Service but also by the Gram Sabha. The different aspects of this question will have to be examined carefully by a Working Group. Gramdan villages offer ideal conditions for the development of co-operative farming. How best co-operative farming can be developed would require detailed study by the Working Group.

Pilot Projects for Depressed Areas :

The Community Development Programme has so far not been very successful in its objective of economic advancement of the very backward sections of the rural population. It has been the experience of the workers of the Sarv Sewa Sangh that this class of population particularly in the Adivasi areas, require special assistance. Part of this assistance will have to be in the nature of rehabilitation grant to put these backward families in the position from where alone they can utilise with advantage the assistance which may be provided under the general development Programme. For this purpose, assistance provided under the various schemes of Government, for instance, the Community Development Programme, schemes for the Adivasi areas and

for Depressed Classes, will have to be pooled and be further strengthened where necessary.

It was agreed that it will be desirable to take up a few pilot areas within this Plan period where schemes for special assistance to the very backward families could be taken up on an intensive scale so as to ascertain more precisely the financial outlay involved and the magnitude of the problem. Such pilot schemes would give the best results if taken up in Gramdan villages. Efforts should, however, be made to distribute these projects all over the country. In the light of the experience that would be gathered through the working of these pilot projects, a general programme for the uplift of all the depressed families over the entire country could be promoted in successive Five Year Plans.

Organisational Set Up :

(1) Every Gramdan Unit should have a Gram Sabha consisting of the entire adult population to manage its affairs.

(2) This Gram Sabha should be recognised as the village co-operative. This arrangement will require certain changes in the Co-operative laws for which a detailed examination by a Working Group is necessary. (The participants in Gramdan will be responsible for management of the pooled lands. But all members of the Gram Sabha will enjoy the full advantages of the Co-operative Society.)

(3) Marketing and credit organisation should be built up from below.

The Gram Sabha should be made an integral part of a State's Panchayat Organisation. How this could be best done will have to be settled by each State Government in consultation with the Sarva Seva Sangh.

The Gramdan and Community Development Movements have among their objectives the creation of initiative and self-reliance among the members of a community. This can be achieved only by providing that the primary community will function as a direct democracy and not through representatives. The size of Gram Panchayats, therefore, becomes relevant. While considering this issue, however, the need for ensuring that Government's assistance is effectively taken to the communities has to be considered. In considering this latter issue account will have to be taken of the new Extension role of Government and the fact that when communities get organised the task of taking assistance to them is facilitated to a considerable extent.

The functions that will be entrusted to any community will have to be determined with reference to their capacity to manage these at their own level. For managing functions which may be the common

concern of a number of primary communities living near each other, it may be possible to organise a union or an association of such communities (Gram Sabhas) without giving to them any statutory character. This can be an alternative to having a bigger statutory panchayat coming in between the Gram Sabha and the Block Samiti.

This whole question is both intricate and of fundamental importance and would therefore need more detailed consideration. Any pattern that is suggested will have to provide for the different conditions and circumstances prevailing in different parts of the country.

Machinery for implementation of the programme :

As a general rule the implementation of the programme in the Gramdan villages will be entrusted to the Extension Organisation being set up by Government at block and village level. It would, however, be necessary to select specially suitable Block Development Officers and other Extension Officers for blocks with Gramdan villages. It will also be necessary to give these officers a special orientation training before they are put in charge of the work.

The Extension Organisation will be fully assisted by the Sarv Sewa Sangh with advice, through educational activities and particularly by creating the necessary atmosphere for the success of the programme.

In certain areas where the Sarv Sewa Sangh have been working or would like to work through their workers they will be fully assisted by the agencies of Government. These areas could serve as pilot projects from where it could be expected that new ideas and experiences would be gathered for wider application.

Similarly, on the side of Government some model projects could be taken up where the people's response has been good and the atmosphere is favourable. In these areas the best workers of Government should be placed. They would be given special assistance by the Sarv Sewa Sangh.

It was agreed that it should not be the concern of the Government organisation to secure Gramdan from the people, but the block staff should help in the distribution and allotment of Bhoodan and Gramdan lands.

The workers of community development programme could provide through study circles and group discussions in the villages a forum for the workers of the Gramdan movement to propagate the idea of Gramdan.

It was agreed that the Sarv Sewa Sangh should have representatives at the Centre, State, District and block levels who could associate themselves with policy makers and administrators for consultation as well as joint study of the problems and a study of the field implementation of the agreed common programme.

Common understanding on the programme :

It would be necessary to create in the workers of the community development programme a full understanding of the Gramdan movement and in the workers of the Gramdan movement a full understanding of the Community Development programme. Both must also be given a full understanding of the decisions that may be taken to achieve co-ordination of the two movements. For this purpose the following steps are suggested :—

(i) A special seminar should be arranged of the top level workers of both the Movements.

(ii) Sarva Seva Sangh workers would participate in seminars organised by the Ministry of Community Development and the State Governments.

(iii) All the key personnel working on the Community Development Programme should be given a special course of orientation training which should form a part of the syllabus of the Training Centres.

(iv) A complete set of Bhoodan literature both in the local language and in English should be supplied to each Block Headquarters. Library for the officers to read and discuss in their study circles. The Ministry of Community Development will pay for this.

(v) A forum should be provided in the journals of the Sarv Seva Sangh and in the 'Kurukshetra' for discussion on field problems of workers of both Movements. Further, the weekly magazine in English and the regional language of the Sarv Sewa Sangh should be supplied to all Block Headquarters and to the Training Centres of the Ministry, at the cost of the Ministry.

It was agreed that understanding and acceptance of the objectives of Gramdan should be obtained through persuation, which will demand sympathy and patience on both sides. This point of view will have to be forcefully placed before the top workers of Government as well as of the Gramdan Movement.

Literature :

For the purpose of propagating the philosophy and objective of the Gramdan movement among the people the following measures are suggested :—

(a) A complete set of selected books suitable for village libraries should be sent to each library in areas where intensive work could be undertaken, at the cost of this Ministry. It was estimated that a set of these books would cost Rs. 10. To the

other areas a smaller collection of books could be sent which may not cost more than Rs. 2-8-0 per set.

(b) In those areas of the country where in the initial stages concentrated effort would be made to co-ordinate the Gramdan Movement and Community Development Programmes, the journals of the Sarva Seva Sangh should be supplied to all village libraries at the cost of this Ministry for the first year. To the village libraries in other areas this Ministry will suggest that they subscribe to these journals.

It was considered advisable to concentrate work in the beginning in the States of Bihar, Orissa, Andhra, Madras, Bombay, U. P. and Rajasthan where Gramdans have already been secured to an appreciable extent.

LETTER No. 11(1)/58-TG-I, DATED 27TH MARCH, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI. TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Co-ordination of Gramdan and Community Development Movements.*

I am directed to forward herewith a copy of the minutes of the meeting of Workers of the Sarva Seva Sangh, Officers of the Planning Commission, Officers of this Ministry and other Union Ministries concerned, held in this Ministry on the 17th and 18th March, 1958 to discuss further the question of co-ordination of Gramdan and Community Development Movements.

ENCLOSURE

Minutes of a meeting of Workers of the Sarva Seva Sangh, Officers of the Planning Commission, of the Ministry of Community Development and other Ministries of the Central Government to discuss further the question of co-ordination of Gramdan and Community Development Movements held in the Committee Room of the Ministry of Community Development, Krishi Bhavan, on 17th and 18th March, 1958.

*The list of persons who attended the meeting is contained in Appendix I.

Shri S. K. Dey, Minister for Community Development, in his opening remarks drew attention to the following points :—

(1) The proposal to stagger the opening of Blocks so as to cover the entire country by 1963 instead of by the end of the current Plan period following the recommendations of the Balwantrai Mehta Team:

*Not printed.

Shri Dey suggested that the Sarva Seva Sangh may also consider for similar reasons concentrating their development work in a few selected areas rather than aim at too rapid an expansion.

(2) Unity of understanding over basic issues relating to the subject of co-ordination of Gramdan and Community Development Movements was being reached among functionaries of Government working at higher levels, but this same understanding had yet to be taken to functionaries working at lower levels. For this, one requirement was to establish an organisational link between the Sarva Seva Sangh and the Government machinery functioning at different levels. To Government functionaries working at the ground level, specific and concrete decisions and instructions had to be given for implementation. For this the ground will have to be prepared by the Working Groups that will consider the different topics.

(3) Workers of the Sarva Seva Sangh specially qualified for this purpose, will be required to assist the Training Centres of Government in imparting proper knowledge about Gramdan to the workers of the Community Development Programme.

Shri Jayaprakash Narayan, who spoke next, made the following points :—

(1) Unlike the workers of the Ministry of Community Development, who will necessarily be of one mind in carrying out the policy of the Ministry and obeying its instructions, the workers of the Sarva Seva Sangh may not show such common thinking. Each individual in that organisation is completely free to have his own point of view, though believing in the general ideology of Gramdan. This should not be mistaken as confusion of thinking within the organisation.

(2) After the Yalwal decisions there is, by and large, a unity of understanding among the top level workers of the Sarva Seva Sangh but this does not yet go down to the workers at the ground level.

(3) The ultimate goal of the Gramdan Movement is a stateless society and therefore in some of its workers there is apprehension that by co-ordinating their activities with those of the State their Movement may run the risk of being swallowed up by the State. But Vinobaji's mind is clear on this point. He has welcomed the decision to co-ordinate the Gramdan and Community Development Movements and so have the Sarva Seva Sangh.

(4) As regards the work of development that has to follow the Act of Gramdan there are two views within the Sarva Seva Sangh. One believes in consolidation of achievements already made with emphasis on the development of the Gramdan villages already secured

to make them into model villages. The other emphasizes more the psychological change in the people which the Act of Gramdan on their part reflects than the reconstruction work that has to follow. They want a rapid increase of Gramdan villages. Vinobaji is of the latter view and goes to the extent of saying that even though the standard of living in a Gramdan village does not rise, the creation of the feeling of a family in the entire population of the village by the Act of Gramdan is what is most important. This point should have considerable significance for workers of Community Development Movement.

(5) The Sarva Seva Sangh being fully conscious of their inability to take up reconstruction work in all the Gramdan villages aim at developing a few model villages through reconstruction work.

(6) Dealing with Shri Dey's point about the need for organisational link between the workers of the two Movements at all administrative levels, Shri Jayaprakash Narayan observed that the Sarva Seva Sangh will try to nominate workers for the District level but may not be able to nominate workers at the Block level for all Blocks. As an alternative, they might suggest three or four representatives for each District, each to take charge of 3 or 4 Blocks.

Shri Jayaprakash Narayan agreed with the decision to stagger the opening of Blocks and with Shri Dey's emphasis on training of Community Development Workers in Gramdan.

Shri Dey, while agreeing that the emphasis has to be on the change of outlook in the people, expressed the view that even for bringing about such change and maintaining the new attitude constructive work must follow soon after the act of Gramdan. The psychological change which the act of Gramdan represents, supports and has to be supported by the reconstruction programme. Shri Dey also thought that if in a very few model villages work is taken up, the pressure of the surrounding areas may be so heavy on these model villages that they may soon cease to be models.

The need for amplifying the common objectives of the two Movements which was agreed upon in the last meeting of the Ministry of Community Development with the Sarva Seva Sangh held in December, was then discussed and an amplified draft which was prepared by Shri Tarlok Singh was agreed to on the second day. This will be found in Appendix II.

One important question raised by Shri Dey was, how best could assistance be taken to the last man, which was an objective of the Community Development Programme but was not being realised so far. Shri Dey expressed the hope that by the co-ordinated working of the two Movements an answer to this difficult but vital issue may be found.

Shri Narayan Desai suggested that the details of the manner in which the workers of the two Movements should collaborate with each other should be worked out and so also the training arrangements that should be made for the training of the workers of the two Movements.

In the afternoon of the 17th March the Sarva Seva Sangh representatives for the different States gave a brief account of the Gramdan Movement in their State and indicated some of the problems that were beginning to arise.

Three sub-groups were formed to frame the issues which required consideration by the working groups on the following subjects :—

(1) Panchayats, Co-operatives and Village Development including legislation and such aspects of land reforms as may be relevant.

(2) Agriculture, Industries and Employment, Social Work and Social Services.

(3) Administrative collaboration between Gramdan workers and the workers of the Community Development.

These sub-groups devoted the morning of the 18th March to their work and presented their recommendations to the whole conference in the afternoon. These recommendations were discussed by the whole conference and certain modifications were indicated. The final recommendations are contained in Appendices III, IV and V.

It was decided that there should be two Working Groups; one to deal with Panchayats, Co-operatives and Village Development, and the other to deal with the programme of Training and Collaboration between the workers of the two Movements.

It was decided that in order to give those who will serve on the Working Groups, the necessary background knowledge of Gramdan, the Sarva Seva Sangh will produce a brief pamphlet and send the necessary number of copies of it to the Ministry of Community Development. The Ministry of Community Development likewise should send to the workers of Sarva Seva Sangh suitable literature which will give them a knowledge of the Community Development Programme.

The Working Groups should have their first session of about three days in the middle of April and if necessary a second session beginning on the 1st of May with a view to complete their studies by the 2nd of May at the latest so that the whole subject could be fully discussed in the Annual Conference on Community Development which is scheduled to be held some time in the last week of May, 1958.

APPENDIX I

The amplified text of the objectives will read as under :—

(*Note*: Portion proposed to be added to original text, by way of amplification, is underlined).

"*Objectives* :

The objective of the Community Development Programme is to promote the all-sided development of the village community, including their economic, political, social, cultural and moral developments; in particular,

(a) to develop a spirit of community life among the people by promoting co-operation and mutual sharing, leading ultimately to voluntary community ownership of the basic means of production, such as land, *and fulfilment by the village community of responsibility for the welfare, employment and livelihood of all its members.*

(b) to make the village self-sufficient, in the primary needs of life, such as food, clothing and shelter *and to promote the development of each village along with the development of the local area of which it forms part; and*

(c) to develop self-reliance in the individual, and initiative in the Community so that the people are able to manage and run their affairs themselves and make the villages self-governing units of the larger Indian democracy."

APPENDIX II

TERMS OF REFERENCE FOR WORKING GROUP ON PANCHAYATS, CO-OPERATIVES AND VILLAGE DEVELOPMENT

1. *Definition of Gramdan* :

(a) Village or part of Village-criteria for consideration.

(b) Proportion of owners and of land donated. (Consideration of distinction between residents and non-resident owners and cultivators).

(c) Four classes of lands to be considered in relation to village community :

(i) Bhoodan and Gramdan lands.

(ii) Common lands.

(iii) Existing lands vesting in Government

(iv) Lands which become available in consequence of land reform measures.

(d) Implications of (a) in relation to—

(i) Common lands.

(ii) Other categories of lands.

(e) Relation of village labourers to Gramdan.

(f) Relation of persons belonging to some adjoining village, cultivating land situated in Gramdan.

(g) Consideration of the question of artisans in relation to Gramdan.

2. *Composition of Gram Sabha* :

(i) Criteria for determining when there should be a separate Gram Sabha for part of the village, which comes under Gramdan and when there should be a Gram Sabha for the village as a whole.

Explanation :

(a) Criteria should be common between the State Government and the Sarva Seva Sangh.

(b) The Gram Sabha will include those who donate the land as well as others.

(ii) Under what conditions, persons with houses/lands in the village, but not permanently resident in the village, may participate as members of the Gram Sabha.

(iii) Age limits—

(a) for membership of Gram Sabha, and

(b) for holding office.

(iv) Questions relating to the functionaries of the Gram Sabha, such as Executive Committees, convenors, mode of selection or election, etc.

(v) Relationship between Gram Sabha and Gram Panchayat.

3. *Organisation of Co-operatives in Gramdan Villages* :

(a) Whether in Gramdan villages, the Gram Sabha can carry out all functions of an economic character on behalf of—

(i) those who have donated their lands; and

(ii) others who have not donated their lands.

(b) whether in Gramdan villages, there is need for a village multi-purpose co-operative society.

(c) whether in Gramdan villages there is need for separate co-operative societies for special purposes, such as—

(i) village industries;

(ii) credit;

(iii) marketing and processing;

(iv) housing;

(v) farming.

(d) Questions of size of co-operative societies in Gramdan areas.

(e) Relation of Gram Sabha in Gramdan villages to large-sized co-operative credit societies, co-operative marketing societies and other co-operative societies which serve larger areas than individual villages, wherever these are formed.

(f) What would be more suitable—

(i) declaration of the Gram Sabha, by law, as a registered co-operative society, in respect of all economic functions undertaken by the Gram Sabha on behalf of the village community, as a whole;

OR

(ii) acceptance of the Gram Sabha by Law, as a registered co-operative society with those who have donated their lands in Gramdan as primary members.

(g) Land management and organisation of individual and co-operative farming in Gramdan villages.

4. *Credit for Economic Activities in Gramdan Villages* :

(a) Review of existing rules with a view to liberalising credit for economic activities extended to—

(i) Co-operative societies as corporate bodies;

(ii) Individual members of co-operative societies.

(b) Special problems of extending credit facilities to Gram Sabhas in Gramdan villages with a view to rapid village development.

(c) Consideration of problems relating to supply of credit for subsistence, consumption and social needs in Gramdan villages.

(d) Special measures to expedite supply of credit in the interim period.

(e) Consideration of the question of giving advances to village co-operatives taking contracts.

5. (i) Legal provisions and administrative arrangements necessary for recognising the village ownership of lands, collection and payment of land revenue and the rights and obligations of allottees of lands in Gramdan villages.

(ii) Rights and obligations of allottees of Bhoodan lands.

(iii) Questions relating to settlement of disputes in Gramdan villages, agricultural income tax and graded surcharge on land revenue in respect of Bhoodan and Gramdan lands.

(iv) Arrangements necessary for co-ordination of work in Gramdan villages.

6. *Co-ordination* :

(a) between Gramdan villages;

(b) between Gramdan and non-Gramdan villages.

7. Problems of internal management in a Gramdan village, including training of villagers for various responsibilities, maintenance of accounts, mobilisation of land resources (man-power and capital) for development, and incentives for hard work and efficiency.

8. Consideration of relations between Gramdanis and non-Gramdanis in Gramdan villages.

9. Consequential steps—administrative, legislative and others resulting from the decisions on various matters.

10. Such other items as may not have been included in this list, but which suggest themselves during the course of the work in the Working Groups may also be considered to give answer to the questions arising out of Gramdan.

APPENDIX III

RECOMMENDATIONS OF GROUP II ON PROGRAMMES

The Group considered that the nature and priority of different items of the programme of development would vary from place to place in the Gramdan areas.

Therefore, in light of—

(i) the Report of the Study Team on Community Development and National Extension Services of the Committee on Plan Projects;

(ii) experiences already gathered in the Gramdan areas; and

(iii) the objective of the Community Development Movement as modified, it would be advisable to consider—

(a) priorities;

(b) contents; and

(c) mode of operation of the programme.

To assist the Working Group in giving concrete suggestions, if possible, on the above basis, the following items involved in different facets of the programme are listed out. Such other items as may be considered necessary may be added.

(1) *Re-organisation of Land* :

(a) Consolidation of holdings,

(b) Minimum holdings,

(c) Ratio between individual and collective holdings,

(d) Land for community purposes,

(e) Ratio between cash and food crops,

(f) Saturation of areas with improved seeds.

(2) *Development and Utilisation of Land* :

(a) Area under cultivation,

(b) Soil conservation, reclamation, etc.,

(c) Irrigation,

(d) Manuring.

(e) Cropping pattern to meet the objective of self-sufficiency of the village and the region in food and clothing, as far as possible.

(3) *Provision of Drinking Water Facilities* :

(4) Animal Husbandry, with particular emphasis on the introduction and development of dual purpose (*e.g.*, draught and milk) breeds of cattle.

(5) *Village Industries* :

(a) Food, Processing industries and clothing.
(i) Rice (ii) Oil (iii) Gur and Sugar (iv) Clothing.

(b) Servicing Industries, *e.g.*, Carpentry, Blacksmithy, etc.

(c) Subsidiary Industries, *e.g.*, pottery, building materials, etc.

(d) Improvement of implements.

(6) *Housing and Shelter* :

(a) Provision of shelter to Harijans and others who do not have sufficient shelter.

(b) Improvement of existing houses.

(c) Improvement of construction materials.

(d) Accommodation for public purposes, such as community halls, etc.

(7) *Sanitation, Hygiene and Habits of Cleanliness* :

(a) Improvement of drainage.

(b) Protection against infectious diseases.

(c) Provision of sanitary facilities, individual as also on community basis.

(d) Health education.

(e) Promotion of community cleaning habits.

(8) *Education* :

(a) Pattern of education for children and adults.

(b) Sharing of expenditure between the State and the community.

(c) Selection, qualification and training of teachers.

(d) Supervision and administration.

(e) Recreational activities.

(9) *Medical Facilities* :

(a) Provision of normal health facilities.

(b) Development of indigenous system of medicine.

(10) Organisation of work camps or Bhoosena Camps.

The Group thought that the programme could be taken up when all the formalities and verifications regarding the Gramdan have been completed.

APPENDIX IV

RECOMMENDATIONS OF GROUP III ON ADMINISTRATIVE COLLABORATION BETWEEN GRAMDAN WORKERS AND THE WORKERS OF COMMUNITY DEVELOPMENT

The suggestions of this Group are based on the December note regarding co-ordination of Gramdan and Community Development Movements, particularly, the portion under the heading 'Machinery for Implementation of the Programme'.

1. *Resources* :

For development Gramdan villages should have a reasonable share of resources from—

(i) schematic budget of the Block;

(ii) departmental budgets of the different departments;

(iii) special schemes such as of uplift of backward classes, etc.

2. How can this be ensured ?

(a) should there be representation on the Block Advisory Committee of a representative from each Gramdan village ?

(b) how would be suggestion in (a) be fitted into the pattern of a statutory body at the Block level if and when it is formed?

3. Satisfying the condition that in Gramdan villages, responsibility for preparing the programme will be of Sarvodaya panchayats, what will be the working relationship between—

(i) such Sarvodaya Panchayat and the Block Advisory Committee;

(ii) such Sarvodaya Panchayat and the Block Development Officer.

4. In view of shortage of workers with the Sarva Seva Sangh, the Gram Sevak may have to assist the Sangh in the distribution of land. In this work, what precisely should be the role of a Gram Sevak?

(i) Is it desirable that he should have any functions involving exercise of discretion?

(ii) What should be the role of Gram Sevak *vis-a-vis* the patwari in respect of such distribution of land?

(iii) Is any training of the Gram Sevak by the Sarva Seva Sangh necessary? If so, what should be its nature and duration?

(iv) The Sarva Seva Sangh should give details regarding the exact nature of the assistance required by them from the Gram Sevak.

5. For villages lying outside Blocks, what steps are necessary to achieve collaboration between the official machinery and the Serva Seva Sangh workers ? The alternatives can be;

(a) One or two representatives of the Sangh may be appointed on the District Planning Committee.

OR

(b) Special Sub-Committees of the District Planning Committee may be formed to look after such Gramdan villages till they are covered by Blocks. Such Sub-Committees may co-operate representatives of each of the Gramdan villages not covered by Blocks.

OR

(c) Any other suitable alternative.

Would such co-ordination at the District level ensure satisfactory development in the interim period?

6. In view of the revised objective of community development, are any steps necessary to train the Community Development workers, particularly Gram Sevaks in the philosophy and methodology of Gramdan? If so,—

(i) What should be the nature and duration of that training?

(ii) Whether such training should be arranged separately; or

(iii) It should be woven in the existing syllabus of training of such workers?

(iv) Who would be best fitted to impart such training? If Serva Seva Sangh is considered best fitted for the purpose, in what manner will they be able to do best discharge this responsibility?

7. For closer association and better understanding between the workers of both the movements, would it be desirable to have,—

(i) a meeting every six months between representatives of Sarva Seva Sangh and Community Development and other Ministries at the Central level ?

(ii) a meeting every quarter between the workers of both the movements at the State level?

(iii) participation of top workers of the Sarva Seva Sangh in the Annual Conference on Community Development?

(iv) associating representatives of Ministries at the annual conference of Sarva Seva Sangh?

(v) having special meetings for dealing with special issues, where selected persons may be invited from both the sides? Such meetings may be sponsored either by the Sangh or by the Ministry of Community Development.

(vi) an All-India seminar of top workers of both movement may be held in one of Vinobsaji's camps so that benefit of his advice could also be available.

8. Details of how workers of both the movements can collaborate in the training programme may involve consideration of,—

(i) preparation of syllabus;

(ii) training of Instructors of the Training Centres;

(iii) instructions may be given by workers of the Sangh at some of the Training Centres of the Ministry;

(iv) would it be desirable that workers of Sarva Seva Sangh may join courses at the Central Institute for study in Community Development;

(v) how best can workers of the Sangh participate in the Gram Sahayak training camps?

9. Would it be worthwhile that,—

(i) workers of the Gramdan and C. D. movements undertake a joint study of some of the old blocks of the C. D. programme and test their observations against the revised objective of Community Development, so that modifications, if any, may be considered so as to satisfy the objective?

(ii) similar joint study of some of the Gramdan villages may be made?

workers meet persons in dealing with the other work
specific projects may be invited from both the other orga
members of Community Development bodies or the Institute for the
Ministry of Community Development.

(c) All India seminar of top workers of both the Central and the
be held at ... of advance courses of study through
advice would also be available.

There is ... the ... of the movement may involve collaboration
in the ... may involve consideration of:

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(iii) instructions may be given to workers of the Sangh in
the Training Centres of the Ministry;

(iv) it would be desirable that workers of Sarva Seva Sangh
join courses at the Central Institute for study in Community
Development;

(v) how far can workers of the Sangh participate in the Ca
take up training camps.

Work might be undertaken:

(i) workers of the Gramdan and C. D. movements undertake
a joint study of some of the old blocks of the C. D. program
... and ... observations against the ... Community Development ... the ... may be conducted so as to assist the objective;

(ii) ... study of ... of the Gramdan villages ...
made.

PANCHAYATS

D. O. LETTER NO. CPA 134(1)/55-PRG. DATED THE 4TH JAN. 1956. FROM SHRI KRISHAN CHAND, I.C.S. JOINT SECRETARY, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI. TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS (BY NAME).

You are already aware of the stress laid in the various conferences and seminars on the part to be played by Panchayats in our developmental activities. The Planning Commission, it is understood, are making available some funds for developing panchayats under the Second Five Year Plan, particularly for training Panches and Sur-Panches as well as for the strengthening of the Panchayat organisation.

2. Sometimes ago Shri S. K. Dey, Administrator, Community Projects Administration had a long discussion with Shri S. N. Pande, Director, Gram Panchayats, Bihar on the role of the panchayats and the integration of the panchayat work with the work in C.D.P. and N.E.S. areas. A copy of the recorded notes of the meeting with Shri Pande, which you may find of use and interest is enclosed.

ENCLOSURE

Community Projects Administration

1. Shri S. N. Pande, Director Gram Panchayats, Bihar met Administrator on Sunday the 16th at 11 a.m. and had a long discussion with him regarding the role of Panchayats in community development work and the integration of the panchayat work with the work in C.P. and N.E.S. areas.

2. Administrator enquired about the manner in which Gram panchayts were being constituted in Bihar. Shri Pande explained that the usual procedure was for the Mukhia to be elected and the Executive Committee was constituted on the basis of his nomination. The Executive Committee itself is not elected. Administrator suggested that the State Government might consider the possibility of introducing a system of election for the constitution of the entire Executive Committee. In the absence of such a system, he pointed out, it was very likely that the poorer sections of the population will go entirely unrepresented. Shri Pande said that there was a provision for the appropriate authorities to redress the grievances of scheduled castes and scheduled tribes by nominating their representative on the Executive Committee. Administrator said that this was no real substitute for a system of election under which the entire community would have an opportunity of electing its representatives on the Executive Committee.

9—1 C. D. & C./61.

3. In this connection Administrator stressed the importance of a democratically constituted panchayat being subjected to the influence of the community development and national extension service programmes. He said that the mere existence of factions should not deter the State Government from having elected Executive Committees; because the working of this programme through the Panchayats tended to reduce the factiousness among the panchayat members. This educative influence was making itself felt throughout India and it would be undesirable for Bihar to insulate itself against this by continuing with the present system of nomination.

4. Administrator enquired about the extent to which the Panchayats were being utilised for the collection of land revenue. Shri Pande stated that the Government of Bihar had decided to entrust the collection of land revenue to Village Panchayats, on an experimental basis and that this work had been entrusted to a number of Gram Panchayats. He added that it had been decided to extend this experiment to more Gram Panchayats for the reasons noted below :—

(a) Bihar was a permanently settled State and Government had no official agency for collection of land revenue in the rural areas.

(b) There were a variety of tenancies and tenures *viz.* Raiyat, Under-Raiyat, Patnidar, Sepatnidar, etc. Preparation of land records would take some time on account of these complications.

(c) Recruitment of field staff and their training.

It was also stated by him that at the L. S. G. Minister's Conference some Ministers took the view that if the system of collection of land revenue through village Panchayats was adopted on a State-wise basis, a political party believing in subversive methods might jeopardise revenue collection work by starting a no rent compaign. Administrator said that he was not convinced by this argument and felt that there was no real reason for this lack of confidence in the panchayats. While he agreed that the approach in this direction might be cautious and gradual, he was firmly of opinion that the integration of the development work with the normal work of Administration at all levels, as desired by Bihar Government, could safely take place only after this delegation of revenue collection work to the Panchayat had become a reality in most parts of the State.

5. Administrator also pointed out that there was no reason to draw an adverse conclusion against panchayats merely from the fact that local bodies at higher levels, like, District Boards and Taluqa Boards had in the past not been very effective. There were various other reasons for the ineffectiveness of these bodies which were not applicable, in the present context, to the Panchayats.

6. Shri Pande stated that the Bihar State has been split into 597 Anchal-*cum*-Development blocks. Each Anchal-*cum*-Development block has on an average 10 Halkas, which represents the unit of revenue administration and development work. Each Halka is split into two Panchayats, which represents the basic unit of administration-development and planning. Bihar proposes to integrate the staff at all levels. The District Officer will function as the leader of the team at the district level; the Sub-Divisional Officer at the Sub-divisional level and the Anchal-*cum*-Development Officer at the Block level. It is proposed to carry this policy of integration further down to the village level. Every Halka of 10 villages approximately will have a Village Level Worker (Jan Sevak) and there will be two Gram Sevaks in the Halka one for each Gram Panchayat. In the pre-NES period, the Anchal Adhikari at the Anchal level will have two supervisors, one for the revenue work and the other for the work relating to gram panchayat, co-operative and welfare of scheduled castes and scheduled tribes. On the introduction of the NES scheme the Anchal becomes converted into a development block and the Anchal Adhikari will have a team of officers of the various nation-building departments in accordance with the normal pattern laid down for the NES. In this unified system of administration there will be no provision for maintenance of a separate staff for panchayat work by the State Government. He was, therefore, apprehensive that if CPA's suggestion of Panchayat-*cum*-Co-operative Extension Supervisor at the block level confining his attention only to co-operatives and leaving the panchayat work to the normal State functionaries at the district and lower levels was put into effect, the supervision might be confined only to the district level rendering effective supervision over impossible.

7. In reply to this following points were made by administrator :—

(1) The financial provision for staff in an NES block was subject to a ceiling. It would not be possible to accommodate within that ceiling any further staff. At the same time it was necessary that this Panchayat-*cum*-Co-operative Extension Supervisor, should in future concentrate his attention on co-operatives as far as possible. It would not be possible for additional financial provision to be made for a panchayat officer at the block level.

(2) If the Anchal Ahikari-*cum*-Block Development Officer is over-loaded, as he obviously will be until the revenue system in Bihar is properly organised, the proper course will be to defer combination of these functions at the block level until the revenue system gets properly organised. Merely under-pinning the over-loaded Anchal Adhikari-*cum*-Block Development Officer with a Panchayat officer is really no substitute and will not deliver the goods. If the Block Development Officer is left to do his development work and not burdened

with revenue work he would be in a position to exercise effective supervision over the 20 odd panchayats which he would have in his area, with the help of the Block Level Specialists like the Co-operative Supervisor and the Social Education Organisers.

(3) Once the Panchayats get properly organised, the work of supervision would merely consist of exercising a check over the manner in which they discharge their various functions and ensuring that they did not overstep the limits. For this, a sub-divisional Panchayat Officer assisted by one or two sub-ordinates in the heavier sub-divisions should suffice. This expenditure should be a charge on the normal administration and should not be debited to the NES block budget.

8. Shri Pande suggested and Administrator agreed that it would be desirable to give a good grounding in Panchayat work to the Block Development Officers, Social Education Officers and also Village Level Workers. Shri Pande agreed to look into this closely and let Administrator have a draft syllabus which could be prescribed for this purpose.

9. Shri Pande suggested that in future CPA Seminars the Director of Gram Panchayat should invariably be invited. Administrator accepted this suggestion.

LETTER No. CPA/11(2)/P/56, DATED THE 28TH JAN. 1956. FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI. TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

SUBJECT :—*Community Development and N. E. S. Programme—Association of Panchayats.*

In this Administration's letter No. CPA/9(6)/P/55 dated October 5, 1955, the State Governments were informed that the Extension Officer for Co-operation and Panchayats provided in the existing N.E.S. pattern, is to be regarded as a whole-time officer for "Co-operation" leaving the Panchayat work to be handled by the Panchayat Officers of the State Government maintained at District, Sub-divisional and the Project/Block levels. At the Bhoi Seminar held in November last, some of the delegates expressed the fear that the work relating to Panchayats was not receiving adequate attention from the Departmental staff and pointed to the need for clarification of the position.

2. As you are already aware, the people's participation is an essential component of the Community Development and N. E. S. Programme, to achieve which it is necessary that the village people are actively associated in planning and execution through their representative bodies, namely, the Panchayats which are statutory bodies and represent all interests and elements of the village community. Considerable stress on

the role to be played by the Panchayats in the development programme has also been laid in the various conferences and seminars held by this Administration. The Planning Commission also, it is understood are providing some funds in the Second Five Year Plan for developing Panchayats, particularly for training Panches and Sarpanches. If therefore in some places the Panchayats are weak or ineffective they should be strengthened and made effective both administratively and financially. Multiplicity of village institutions is likely to cause confusion in the minds of the people and should be avoided as far as possible. In areas where Panchayats are not effective and other village institutions like Vikas Mandals or Village Development Councils have been organised, their activities should be so directed as to evoke necessary enthusiasm in the Panchavat for development work. The recommendations of the Simla Conference that the Panchayats may be authorised to plan and execute works up to a limit of Rs. 2,000, if implemented, would, it is felt, go a long way towards strengthening the institution of Panchayats.

3. In the light of the recommendations of the Simla Conference, the Government of Madras have already taken suitable action to ensure that the Panchayat Officers act as effective Extension Officers in the Community Development and N. E. S. Blocks. A copy of the Madras Government Order G. O. M. S. No. 20* dated January 3, 1956, is forwarded with the request that action on similar lines may be taken by other States.

Action taken in the matter may be intimated to this Administration at an early date.

LETTER NO. CPA/11(5)/P/56, DATED THE SEPTEMBER 4, 1956. FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI. TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

SUBJECT :—*Community Development and N. E. S. Programme—Association of Panchayats.*

Please refer to this Administration's letter No. CPA/11(2)/P/56 dated January 28, 1956, wherein certain suggestions regarding association of panchayats in the planning and execution of Community Development and N. E. S. Programme were made. The matter was recently discussed at a meeting of the Executive Committee of the Central Council of Local Self Government held in Bombay on July 20, 1956 and the committee agreed that the development work in the Community Project and N. E. S. areas should, to the maximum possible extent, be carried out through the agency of the Panchayats. Relevant extracts from the summary record of the meeting are attached for your information and guidance.

*Not printed.

2. With a view to ensure proper and effective co-ordination among the different Government agencies who are at present engaged in the task of development of the Local Self Government institutions including village panchayats, the following suggestions are offered :—

(i) Ministers for Local Self Government may be appointed as Members of the State Development Committee.

(ii) Directors of Panchayats may be appointed as members of the Inter-Departmental Committee of the Heads of Departments of which Development Commissioner is the Chairman.

(iii) Where a representative of the State Department of Health and Local Self Government at the District, Tehsil and Block level is not included in the District Development/Block Advisory Committee, action may be taken to appoint him on the aforesaid Committee.

3. The above suggestions may please be considered for adoption as early as possible and the action taken intimated in due course.

ENCLOSURE

Extracts from the Summary Proceedings of the Second Meeting of the Executive Committee of the Central Council of Local Self Government held in Bombay on July 20, 1956.

Community Projects Administration and National Extension Service vis-a-vis *development of Village Panchayats* :

There was considerable discussion on this subject. Shri S. K. Dey, Community Projects Administrator explained how the C. P. A. wanted to utilise local self Government institutions in most of the villages in India. He also stated that instructions had been issued to that effect. It was, however, pointed out by the Ministers and others present that in many of the Development Councils, Local Self Government and Health Ministers were not included and L. S. G. and Health officials were not members of the District or Block Development Councils. It was ultimately agreed that development in Community Project areas should, to the maximum extent possible, be carried out through the Panchayats. One Officer in the Union Ministry of Health should exclusively deal with L. S. G. matters, specially Panchayats and he should co-ordinate the developments and programmes in Panchayat areas. inspect periodically the progress made in each State and report to the Government of India and to the Community Projects Administration. It was pointed out that a Joint Secretary for L. S. G. will shortly be appointed in the Ministry of Health and this officer would do the needful. In regard to the training of Panchayat personnel, Shri Dey pointed out that funds were available to train village leaders in National Extension areas and that Panchayats should participate in such

training and should take advantage of this fund for the training of their personnel.

It was decided that the Union Ministry of Health should address the State Governments to find out to what extent participation, co-ordination and control of development by Panchayats in Community Project areas was possible and where there were difficulties the matter should be taken up with the Community Projects Administration. A similar letter should also issue in regard to health activities in such areas and participation by State Health personnel.

Shri S. K. Dey appealed on behalf of the C. P. A. and on behalf of the Development Commissioners in India that their objective is the establishment of self-reliant panchayat institutions in villages. He, therefore, appealed to the panchayat heads in the States to approach the Development Commissioners and to tell them that they were prepared to be members of the State Advisory Committee where the Development Commissioner was functioning as the head and that they wanted the Panchayat departments to be brought fully into the picture. In case there was non-compliance in any State, the State concerned should write to the Health Ministry and if the Health Ministry let the C. P. A. know they would intercede. It was suggested that the C. P. A. should also address the Development Commissioners in the matter.

LETTER NO. 30(34)/56-PRG. DATED THE 9TH MARCH, 1957. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

SUBJECT :—*Programme—Local Self-Governments—Utilization of.*

The Central Council of Local Self Government at their Second Meeting held at Ootacomund in September 1956 passed *inter alia,* the following resolutions :—

"The Council notes with satisfaction that the Community Projects administration are agreeable to utilise, to the maximum extent possible, local self-government institutions such as Panchayats for development in Community Project Areas where such institutions have been constituted and that even in other areas where panchayats are not in existence the Community Projects Administration suggests that panchayts may be constituted as soon as possible so that development programmes can be executed through them".

It is requested that the recommendations contained therein may please be implemented in the Community Development/National Extension Service areas and efforts may kindly be made to set up Panchayats where they have not been established so far.

LETTEER No. 6(62)/58-P. & C. DATED DECEMBER 10, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE SECRETARIES, LOCAL SELF-GOVERNMENT DEPARTMENTS (PANCHAYATS), ALL STATE GOVERNMENTS. (INCLUDING UNION TERRITORIES).

SUBJECT :—*Training of Panchayat Secretaries.*

Please refer to this Ministry's letter No. 6(46)/58-P. & C. dated October 31, 1958, with which a copy of the Main Recommendations and Conclusions of the Meeting of the Central Council of Local-Self-Government, was forwarded. An extract of Recommendation No. 6.3 is reproduced below :—

> "It is essential that Panchayat Secretaries are properly trained. The training has to be for an adequate period and must be broad-based. For meeting expenditure on training, States would require financial assistance and the Ministry of Community Development may give attention to this matter."

2. The existing position about Panchayat Secretaries widely varies from State to State. For instance, there are honorary Secretaries, part-time Secretaries, full-time Secretaries and combined (*i.e.* one for two, three or more Panchayats) Secretaries. The same holds good in the matter of training imparted to this key functionary—the disparity being not only in regard to the period of training but also in its contents. The question of implementing this recommendation of the Conference is at present engaging attention of this Ministry but before any action could be initiated, it is necessary to have a precise assessment of the magnitude of the problems involved and its financial implications. Certain basic data on the position obtaining in each State is therefore required by this Ministry. Four proformae* are accordingly enclosed, (two for the State Government and two for each of the institutions conducting the training of Panchavat Secretaries), with the request that all the proformae may be duly filled in and sent by the State Governments to this Ministry so as to reach latest by the 15th January, 1959.

The receipt of this letter may kindly be acknowledged.

LETTER No. 1(1)/XVI/Bd/58 DATED 24TH DECEMBER, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

SUBJECT :—*Planning & Execution of Schemes through the Panchayats and other Village Institutions.*

The Council of Local-Self Government at its meeting held in October, 1958, emphasised the importance of associating Village Panchayats with the planning and execution of schemes. This policy had

*Not printed.

already been accepted by the National Development Council, and State Governments were informed in this Ministry's letter No. 1(1)/Bd/58 dated 5-5-1958 (Green Pamphlet, page 3 para 7(i)) that "in every block, from the very beginning, the block organisation and the village organisation should be regarded as basic units for formulating and carrying out different programmes".

2. It is considered that a beginning should now be made towards the achievement of this objective. The schematic budget for a Stage I Block, for instance, may be regarded as forming three distinguishable categories—

I.	Block personnel transport, office, housing, equipment and Primary Health Centre . .	Rs. 4.55 lakh
II.	Agriculture, Irrigation, Rural Arts & Crafts	Rs. 4.55 lakhs
III.	Items of expenditure which could be treated as "Local Works" e.g.	
	(i) *Non-recurring*— Drinking water supply .	Rs. 0.50 lakh
	Drainage & Sanitation .	Rs. 0.25 lakh
	Education . . .	Rs. 0.45 lakh
	Social Education . .	Rs. 0.30 lakh
	Communications . .	Rs. 0.85 lakh
		Rs. 2.35 lakhs
	(ii) *Recurring*— Education & Social Education	Rs. 0.55 lakh
	Total .	Rs. 2.90 lakhs

(The amount available under category III would be less to the extent of the grant given to the State Social Welfare Board for the co-ordinated programme for women and children in those blocks where it has been or will be taken up by the Board).

Expenditure on category II will, to the extent possible, be incurred through the agency of village Co-operatives. Expenditure on category III should, hereafter invariably be incurred through the agency of Panchayats and other local institutions, and not through departmental agency. This practice should take effect by 1-4-1959 at the latest. The Block Development Committee should be competent to sanction allotments in regard to schemes in this category to these village institutions, who would be charged with planning and executing the schemes.

3. Similarly, the schematic budget for a Stage II block may also be regarded as forming three distinguishable categories—

I. Block personnel, transport Rural and housing	Rs. 1.15 lakhs
II. Agriculture, irrigation, rural arts and crafts .	Rs. 1.85 lakhs
III. Items of expenditure which could be treated as "Local Works" e.g.	
(i) *Non-recurring* — Health and rural Sanitation	Rs. 0.50 lakh
Education . . .	Rs. 0.50 lakh
Social Education . .	Rs. 0.15 lakh
Communications . .	Rs. 0.50 lakh
	Rs. 1.65 lakhs
(ii) *Recurring*— Social Education . . .	Rs. 0.35 lakh
Total .	Rs. 2.00 lakhs

4. The same procedure as prescribed for Stage I blocks should be applied to Stage II blocks. In fact, this procedure is in accordance with the one suggested in this Ministry's letter No. CPA/13(18)/P-56 dated the 26th July, 1956 (Pink Pamphlet pages 21 and 22).

5. The above proposal to charge the Panchayats and other village institutions with the responsibility for planning and executing the "Local Works" part of the schematic budget, with the guidance and approval of the Block Development Committee, was approved by the Central Committee at a recent meeting presided over by the Prime Minister.

6. I shall be grateful if it is now taken up for consideration and early implementation by the State Governments.

The receipt of this letter may kindly be acknowledged.

Letter No. 6(74)/58-P. & C. dated 24th December, 1958. From the Government of India Ministry of Community Development, New Delhi, to The Secretaries, Local-self Government (Panchayats) Departments, All State Governments and Union Territories.

Subject :—*Main Recommendations and Conclusions of the Fourth Meeting of the Central Council of Local Self Government held in New Delhi in October,* 1958 *relating to the subject of Panchayats.*

Please refer to this Ministry's letter No. 6(46)/58-P. & C. dated October 31, 1958, with which a copy of the Main Recommendations and

Conclusions of the above-noted Conference was forwarded. It is presumed that the State Governments have initiated necessary action to implement the recommendations in so far as they are concerned. This may please be confirmed.

2. The implementation of the recommendations with which the Central Government are concerned, is engaging attention of this Ministry, and this letter deals with Recommendation No. 1.1 regarding formation of a working group to study the question of financial assistance as also devolution of powers and authority to Panchayats in the context of their new role as effective instruments of Community Development, and to make suitable recommendations in that regard. As observed by the Conference, devolution of authority involves consideration of suitable safeguards. These safeguards will, it is felt, vary from State to State depending on the stage of development of Panchayats and the economic and social advancement of the people. If preliminary suggestions of each of the States in light of its local conditions are received as to the precise extent to which powers and authority may be delegated and the safeguards that may be kept while doing so, then the working group could be given such suggestions as the material for starting their work and only such extra information, as may be necessary, may be called for later on.

3. I am, accordingly, to request that the State Government may kindly consider the matter and forward a note indicating precisely all the aspects of work entrusted to the working group as contemplated in para 1.1 of the recommendations of the L. S. G. Council meeting. Such note may kindly be furnished so as to reach this Ministry latest by 31st January, 1959.

4. As the work of the working group can be initiated only on receipt of this information, this matter may kindly be treated as urgent.

The receipt of this letter may kindly be acknowledged.

D.O. Letter No. PS/CDM-1122/58 dated the 29th December, 1958. From Shri S. K. Dey, Union Minister for Community Development, Nem Delhi, to All Ministers for Panchayats.

This is perhaps my first letter to you after we met at the Annual Conference on Local Self Government and Panchayats in October. I wished to finalise certain actions in our Ministry by way of providing some tangible assistance to Panchayats before I addressed you.

As you are aware, the basic objective of Community Development Programme right from its inception, has been to promote self-reliance and the spirit of self-help among the village people. Emphasis has

therefore been laid on enlistment of people's participation. This necessitates building up of people's institutions at the base, especially the Panchayats, so that they may grow into self-reliant democratic institutions and be able to assume full responsibility for development, with such Government assistance as it may be possible to provide. The Balvantrai Mehta Study Team on Community Development has also recommended strengthening of Panchayats and establishment of statutory authorities at the Block or higher level, to whom adequate power and responsibility should be transferred. At the last meeting of the Central Council of Local self-Government the new role of Panchayats as effective instruments in planning and development of the block areas, was also accepted.

Pending constitution of the statutory authorities at the block or higher level, in pursuance of the Mehta Team's recommendation, the question of strengthening of the Panchayats was recently considered at a meeting of the Central Committee, presided over by the Prime Minister, and it was decided that a beginning should be made for development and strengthening of Panchayats by entrusting them with the responsibility of planning and execution of the 'local works' part of the schematic block budget with the approval and under the guidance of the Block Development Committees. This decision has been conveyed to the State Governments *vide* our Ministry's letter No. 1(i)/XVI/Bd-58, dated December 24, 1958, a copy of which is enclosed. I would be grateful if you would kindly give your personal attention to this matter, and arrange for implementation of the decision through the hierarchy of the Panchayat Department of your State. I would appreciate hearing from you in case you experience any difficulties.

With kindest personal regards.

LETTER No. 6(77)/58-P. & C. DATED 30TH DECEMBER, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE SECRETARIES, DEPARTMENTS OF PANCHAYATS AND LOCAL SELF GOVERNMENT, ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT :—*Community Development Programme—Planning and execution through Panchayats.*

Community Development Programme being essentially a people's programme, envisages building up of self-reliant people's institutions to whom power and responsibility for planning and execution of development could be transferred. Panchayats being a basic institution at the village level, representing all elements of the village community, have therefore to be suitably developed and strengthened. The recommendation of the Simla Conference that Panchayats be authorised to plan and

execute works up to a limit of Rs. 2,000 from the block budget was also designed to achieve the same object. The last meeting of the Central Council of Local Self-Government also accepted the new role of Panchayats as effective instruments of Community Development.

2. The general question of development and strengthening of the Panchayats with reference to the Community Development Programme was considered at a recent meeting of the Central Committee presided over by the Prime Minister and it was decided that Panchayats should be entrusted with the responsibility of planning and executing the 'local works' part of the schematic block budgets with the guidance and approval of the Block Development Committees. This decision has been communicated to the Development Commissioners in this Ministry's letter No. 1(1)/XVI/Bd./58 dated December 24, 1958 (copy enclosed). It is requested that necessary action may kindly be initiated to ensure implementation of this decision with effect from 1-4-1959. Any difficulties in this regard may be resolved in consultation with the State Development Commissioner.

The receipt of this letter may kindly be acknowledged.

TRIBAL WELFARE ACTIVITIES

LETTER NO. CPA/62/53. DATED THE 10TH MARCH, 1954. FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO ALL STATE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS.

SUBJECT :—*Integration of Tribal Welfare Activities with the N. E. S. Programme.*

Some of the areas taken up for development under the Community Project and National Extension Service Programme include backward tracts inhabitated by tribal people. The development of these tribal areas is probably being carried out under a separate scheme called the Tribal Welfare Scheme, administered by officers designated as Directors of Tribal Welfare in the State Governments. The development work being done under the tribal scheme covers all the items of development provided for in the N. E. S. Programme and in the absence of proper co-ordination between the two, there is every likelihood of the activities of the two organisations overlapping each other.

2. The matter has been considered by the Community Projects Administration in consultation with the Commissioner, for Scheduled Castes and Scheduled Tribes, and it is considered that in all N. E. S. Blocks which include tribal areas, Tribal Welfare activities should be integrated with the development activities under the National Extension Service Programme. The following arrangements which are considered suitable for securing proper co-ordination are suggested in this connection.

(i) At the State Level, the Development Commissioner, who will be the leader of a team of all heads of Development departments in the State, may co-ordinate the activities of the Tribal Welfare Directorate with the activities of other Development departments, and ensure that there is no overlapping. The Directors of Tribal Welfare need not be subordinated to the Development Commissioners.

(ii) At the Block level, if the Tribal Welfare Department has a local officer incharge of the centre, this officer may be regarded as a Block Level Specialist for tribal welfare and work under the general control and supervision of the Block Development Officer. He will receive directions in technical matters from the Directorate of Tribal Welfare at the State Headquarters. In other words, in N.E.S. Blocks, where tribal people predominate, and tribal welfare work is being carried on, instead of three subject matter specialists at the Block Level (in agriculture, animal husbandry, co-operation and panchayats) there will be four, and the fourth Specialist will be incharge of the tribal welfare.

10—1 C. D. & C./61.

(iii) Where actual work is entrusted to a non-official organisation, there should be no difficulty in the way of this being continued under the supervision of the Block Development Officer. The Block Development Officer is working under the Sub-Divisional Officer and the Collector and this arrangement will ensure complete co-ordination at the Block, Sub-Divisional, District and State levels.

3. It will be appreciated if the suggestions made above are implemented in order to bring about the necessary co-ordination of development work under the two programmes. Action taken in the matter may please be intimated to this Administration in due course.

Letter No. CPA/7(32)(1)/P/55 dated the 24th March, 1956. From Shri Krishan Chand Jt. Secretary Community Projects Administration, New Delhi, to the State Development Commissioners (by name).

Will you kindly refer to the demi-official letter No. F.3/55-Pub. III dated the 17th January, 1956, from Shri N. S. Mani, Joint Secretary, Ministry of Home Affairs, Government of India, addressed to your Chief Secretary, regarding formulation of schemes for the welfare of the scheduled castes and scheduled tribes?

2. The question of integration of the schemes to be sponsored by the Home Ministry during the Second Five Year Plan period with those to be implemented under the National Extension Service in the tribal areas was discussed by us with the officers of the Home Ministry. As the conclusions reached are of vital interest to you in framing proposals, these are given below :—

(i) It was agreed that in view of the scattered nature of the population in the tribal areas, the N. E. S. Blocks in such areas may be demarcated on an average population of 25,000 instead of 66,000. In blocks where the population is partly tribal and partly non-tribal, the population in each block may exceed 25,000.

(ii) In the opening of new blocks, preference should be given to tribal areas with a view to cover them under the N. E. S. Programme as quickly as possible.

(iii) The schematic budget of the N. E. S. Block is flexible enough to admit of suitable changes, and it may be modified wherever necessary to meet the particular needs of the tribal areas.

(iv) In mixed areas it was considered desirable to appoint one more officer having special acquaintance with the tribal sectors in addition to the usual complement of the staff in the block.

(v) It was agreed that the blocks to be selected by the Home Ministry for their special schemes should be co-terminus with N. E. S. Blocks.

(vi) It is considered advantageous to start the special schemes in blocks which have been taken up under the N. E. S. scheme so that the benefit of trained personnel already in the field may be available for the implementation of the pilot projects. The Ministry of Home Affairs will bear this suggestion in mind at the time of the selection of their blocks.

(vii) Should any of the blocks selected by the Home Ministry for their special schemes be taken up for conversion into intensive development blocks, they would receive assistance from the C.P.A. in the normal way. The additional schemes will be financed by the Home Ministry through grants under Article 275(1) of the Constitution. The savings thus released will be utilised by the Home Ministry on schemes outside these intensive development blocks.

(viii) With regard to schemes to be sponsored outside the pilot projects, they may be spread over other NES Blocks as also in areas which may not have been covered by the N. E. S.

3. It is further requested that the N. E. S. Blocks may be demarcated in the tribal areas on the lines indicated above and details thereof furnished to the CPA at the earliest with a copy to the Ministry of Home Affairs.

4. This letter is being issued with the concurrence of the Ministry of Home Affairs, Government of India.

Copy to the Ministry of Home Affairs (Shri N. S. Mani, I.C.S., Joint Secretary), New Delhi.

LETTER NO. MCD/1(23)/P/56, DATED 21ST DECEMBER, 1956. FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

SUBJECT :—*Modification of the Community Development and N. E. S. Programme to suit special areas viz., Tribal Area, Hilly Area, Wet Area, Dry Area etc.*

Please refer to item 10 of the Minister's monthly letter S. No. 6/56 dated July 16, 1956, in which it was stated :

"Pattern of Development :

So far there has been one single pattern of development under N. E. S. and Community Development Programme, which has been applicable generally to the whole of India with local modifications such as local initiative could attempt. As printed word has a

special sanctity of its own in the eyes of all of us, somehow the standard pattern influences all our thinking. In the Community Projects Administration, we are now working out four different patterns of development for :

(i) coastal humid areas;

(ii) the plains areas;

(iii) the mountain and hilly areas; and

(iv) the obriginal areas.

The hope is that these will provide further stimuli to local adjustments in the programme which individual areas invariably demand. We would like you to do some thinking on this line. We shall send you our thinking in the form of a draft paper not long from now."

2. The subject has since been considered further in this Ministry. India is a vast country with different geographic, climatic, ecological and cultural conditions and a uniform pattern of development is therefore not likely to be equally effective in the whole country. While broad schematic budgets for Community Development and N. E. S. Blocks have their advantages, it is felt that the special problems in different types of areas, such as tribal, hilly, humid and dry areas, should necessarily receive special attention and may call for some modification of the Block budget. Some instances of the items of work which, in the opinion of this Ministry, may require special emphasis are suggested below :—

Hilly area .	1. Communications; 2. Water-supply for irrigation—terrace cultivation; 3. Fruit growing; and 4. Public health measures.
Dry area . .	1. Drinking water-supply; 2. Sheep breeding; 3. Demonstrations in the techniques of dry farming; and 4. Communications.
Humid area .	1. Housing; 2. Sanitation-public health measures with special reference to remedies for diseases like cholera, small-pox etc. prevalent in congested areas; and 3. Development of cottage industries with a view to providing ancilliary occupations and relieving pressure on land.

3. You may kindly consider these suggestions further; if you find them suitable, with such additions or modifications as may be required, you may issue necessary instructions to Block Development Officers who will no doubt consult the Block Advisory Committees concerned and propose changes and adjustments in the programme. The funds

provided under "Agriculture Extension and Animal Husbandry" and "Irrigation and Reclamation" in the schematic budgets of the Community Development and N. E. S. Blocks may not however be diverted to other heads of the programme as already stated in this Ministry's letter No. MCD/1(19)/P/56 dated 1st November, 1956.

4. Regarding tribal areas, you will recall that a pattern of development has already been recommended by the Nainital Conference *vide* recommendation under item 3(f) of the Main Recommendations and Conclusions of the Fifth Development Commissioners' Conference, circulated under letter No. CPA/21(4)/P/56 dated 9th June, 1956. A separate communication will be sent to you shortly on this subject, in consultation with the Ministry of Home Affairs.

5. Action taken on the above suggestions may kindly be intimated at an early date. A list of Blocks located in the tribal, hilly, dry and humid areas in your State may also be forwarded to this Ministry.

LETTER NO. MCD/41(3)/57-PRG. DATED 15TH FEBRUARY, 1957. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ASSAM, BIHAR, BOMBAY, MADHYA PRADESH, MANIPUR, ORISSA, RAJASTHAN AND TRIPURA.

I am directed to say that it has come to the notice of this Ministry that educational programmes in the tribal blocks are usually much handicapped owing to the unwillingness of good teachers to reside in those areas, the chief reason for which is the absence of proper residential accommodation for them. It should be possible to attract suitable teachers to work in the tribal blocks if residential accommodation is made available to them. In this connection it is suggested that the desirability of constructing a residential room attached to the school building, largely with the contribution of the people and giving a small amount from the provision for Education in the schematic budget, may kindly be considered and the action taken may kindly be intimated to this Ministry in due course.

LETTER NO. 103(25)/57-PRG. DATED 27TH MARCH, 1957. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ANDHRA, ASSAM, BIHAR, BOMBAY, ORISSA, MADHYA PRADESH, RAJASTHAN, MANIPUR AND TRIPURA.

SUBJECT :—*Community Development and N. E. S. Programme—Special Multipurpose Community Development Blocks for Tribal and Scheduled Areas.*

As State Governments are aware, the development programme for the special multi-purpose projects to be taken up in the Tribal and

Scheduled areas and financed jointly by the Ministries of Home Affairs and Community Development was considered at the fifth Development Commissioners' Conference held at Nainital in May, 1956. A schematic budget costing in the aggregate Rs. 27 lakhs (Rs. 15 lakhs to be provided by the Ministry of Home Affairs and Rs. 12 lakhs by the Ministry of Community Development) was recommended by the Sub-committee appointed for the purpose. A copy of the budget has been appended to the Main Recommendations and Conclusions of the Conference, which were forwarded to the State Governments *vide* this office letter No. CPA/21(4)/P/56 dated June 9, 1956.

2. The pattern of development and the allocation of expenditure under the various heads of the programme in the integrated schematic budget, as also its break-up, under 'loan' and 'other than loan' has been carefully considered. It has been decided that, in order to facilitate the acceleration of the development programme in these areas, these blocks would be allocated from the very start a budget for the total amount of Rs. 27 lakhs instead of limiting the expenditure to the schematic budget for N. E. S. Blocks in the early stages. These blocks would not require conversion into C. D. Blocks at a later stage but would be treated as intensive development blocks from the very beginning and will be adjusted against the over-all quota of community development blocks provided for in the programme for the Second Plan period. They would be called special multi-purpose blocks and their number will be adjusted against the allotment of N. E. S. Blocks made to the States for 1956-57 and 1957-58, if not already done. A copy of the approved schematic budget is attached. Salient points are briefly indicated in the following paragraphs :—

(i) These blocks will run for a period of five years.

(ii) The size of the block, its population coverage and the pattern of staffing and development will be in accordance with the recommendations of the Sub-committee of the fifth Development Commissioners' Conference.

(iii) The State Governments are authorised to transfer amounts from one head to another in the same block in any manner they consider necessary in the interest of the real needs of a block. One of the main objects should be to wean away the tribal people from the practice of shifting cultivation and to induce and enable them to take to settled cultivation with that end in view. Terracing, irrigation, agriculture, horticulture, housing, drinking water facilities, communications, education, medical and public health needs and arts and crafts would need special attention.

(iv) With a view to ensure effective and expeditious implementation of the programme, State Governments will draw up an integrated and unified programme of development within the prescribed ceiling

of Rs. 27 lakhs. Certified statements of expenditure will be furnished showing the expenditure incurred from the common budget of Rs. 27 lakhs. The expenditure statements will be prepared for every half year ending 30th September and 31st March in the proforma applicable to the Community Development Blocks and forwarded so as to reach this Ministry by the end of the second month following the half year to which they relate.

(v) Barring the loan items amounting to Rs. 4.5 lakhs which will be exclusively financed by this Ministry, the entire expenditure on 'other than loan' items will be accounted for in the ratio of 1:2 between this Ministry and the Ministry of Home Affairs, with the following exceptions :—

(a) Out of the expenditure ceiling of Rs. 4.5 lakhs under the head 'personnel' in the schematic budget, this Ministry's contribution will be limited to Rs. 2 lakhs for the full period of operation of the project *viz.* 5 years, and the balance of Rs. 2.5 lakhs will be provided by the Ministry of Home Affairs.

(b) The entire provision of Rs. 2.5 lakhs for 'rural housing' will be contributed by the Ministry of Home Affairs as grants-in-aid.

(c) The entire provision of Rs. 30,000 for project office building, seed store and information centre will be contributed by this Ministry as grants-in-aid.

(d) The loan provision of Rs. 1 lakh for 'housing for project staff and rural housing' as in the schematic budget of a Community Development Block will be utilized for staff quarters as indicated under item 1(e) of the revised schematic budget of the special multipurpose project.

(vi) Amounts allotted by the Ministry of Home Affairs during the current financial year should be adjusted against the integrated schematic budget according to the actual expenditure that may be incurred by State Governments on the respective items.

(vii) Although the full strength of staff is being provided in the integrated schematic budget from the very start, it is expected that the staff actually employed would not exceed the requirements of the blocks at any stage.

(viii) The total amount payable by the Ministry of Community Development will not exceed the expenditure ceilings under 'loan' and 'other than loan' as laid down in the schematic budget of the Community Development Block.

3. It is requested that State Governments may now proceed with the formulation of programmes and budget estimates for the special development blocks in the light of the foregoing remarks, and furnish

copies thereof to this Ministry and the Ministry of Home Affairs for information and comments, if any, at a very early date. It is hoped that work has already commenced in these blocks. Since a much bigger budget is being given for these special multi-purpose community development blocks and they are being sanctioned as C. D. Blocks right from the beginning, steps have to be taken to ensure that the rate of progress is adequate from the beginning and that the entire allotment is spent within the specified period.

This circular is being issued in concurrence with the Ministry of Home Affairs.

ENCLOSURE

ESTIMATED EXPENDITURE ON A SPECIAL MULTI-PURPOSE PROJECT FOR A PERIOD OF FIVE YEARS.

(This pattern is for guidance only and may be varied to suit local conditions so long as the ceilings under 'loan' and 'other than loan' are not exceeded).

(Figures in Lakhs of Rs.)

Heads	Total	Dollar	Rupee	Loan	Other than Loan
I. *PROJECT HEADQUARTERS*					
(a) Personnel*	4.50	..	4.50	..	4.50
(b) Transport etc. (3 jeeps and a Mobile Health Van) . . .	1.00	0.24	0.76	..	1.00
(c) Office equipment, furniture etc.	0.20	..	0.20	..	0.20
(d) Project Office, seeds store & informotion Centre .	0.30	..	0.30	..	0.30
(e) Staff quarters . .	1.00	..	1.00	1.00	..
II. *ANIMAL HUSBANDRY AND AGRICULTURAL EXTENSION* (including demonstration equipment, key villages poultry development, etc.)	1.50	0.03	1.47	..	1.50
III. *IRRIGATION, RECLAMATION AND SOIL CONSERVATION.* (including incentives for settled cultivation). .	4.00	..	4.00	3.50	0.50

Heads.	Total	Dollar	Rupee	Loan	Other than Loan
IV. *HEALH AND RURAL SANITATION* (including drinking water supply) . . .	2.00	..	2.00	..	2.00
V. *EDUCATION* [. . .	0.75	..	0.75	..	0.75
VI. *SOCIAL EDUCATION* .	0.75	0.16	0.59	..	0.75
VII. *COMMUNICATION* .	4.00	..	4.00	..	4.00
VIII. *RURAL ARTS AND CRAFTS*. . . .	2.00	..	2.00	..	2.00
IX. *COOPERATION* (including grain golas debt redemption, etc.) . .	2.00	..	2.00	..	2.00
X. *RURAL HOUSING* . .	2.50	..	2.50	..	2.50
XI. *MISCELLANEOUS* (including survey research, etc.) . . .	0.50	..	0.50	..	0.50
Total .	27.00	0.43	26.57	4.50	22.50

*The Personnel will consist of :—

(i) the staff provided in a Normal C. D. Block budget (but for 5 years . . . . Rs. 3.35 lakhs

Plus

(ii) The additional personnel indicated below— . . . . . . Rs. 0.97 lakh

1 Assistant Engineer .	@Rs. 300/- p.m.	
1 Engineering Overseer	@Rs. 200/- p.m.	
1 Medical Officer .	@Rs. 300/- p.m.	(for Mobile Health Unit)
1 Compounder . .	@Rs. 100/- p.m.	(for Mobile Health Unit)
2 Mid-wives . .	@Rs. 90/- p.m. each.	
1 Extension Officer (soil Conservation . .	@Rs. 200/- p.m.	

1 Head Clerk . .	@Rs. 150/- p.m.
2 Class IV employees .	@Rs. 50/- p.m. each
1 Driver . . .	@Rs. 90 p.m.
Total .	Rs. 1620/- p.m. ×12×5

(iii) T. A. recurring expenditure such as petrol, stationery, postage, contingencies, etc. etc. @ Rs. 300/- p.m.	Rs. 0.18 lakh
Total .	Rs. 4.50 lakhs

LETTER NO. 108(25)/57-PRG. DATED 25TH JANUARY, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONER OF ALL STATE GOVERNMENTS (HAVING SPECIAL TRIBAL MULTIPURPOSE BLOCKS).

SUBJECT :—*Community Development and National Extension Service Programme—Special Multipurpose Community Development Blocks for Tribal and Scheduled areas—Subsidy for private irrigation schemes.*

Please refer to this Ministry's letter No. 1(8)/Bd/57 dated the 26th September, 1957 communicating sanction to the grant of subsidy under Community Development and National Extension Service Programme for all private schemes relating to the development of agriculture (including animal husbandry, irrigation, reclamation, soil conservation etc.) on the same terms and conditions as are applicable to GMF and other similar schemes of the Union Ministry of Food and Agriculture.

2. Under the existing G. M. F. Rules, the normal rate of subsidy allowed for private minor irrigation works is limited to 25% of the cost in each case, but in exceptional cases where the schemes, which are otherwise good, are taken up in especially backward and under-developed areas, where the cost is exceptionally high, the element of subsidy may be increased upto 50% of the cost. The question of applicability of this concession in respect of the Special Multipurpose Tribal Blocks has been reviewed and it has been decided that all private agricultural development schemes taken up in these special Blocks would be eligible for grant of subsidy at the enhanced rate on the same terms as are applicable to GMF subject to the condition that the total 'other than loan' expenditure ceiling, as also the overall Central share of expenditure, as laid down in the schematic budget is not allowed to be exceeded in any way.

3. The receipt of this letter may kindly be acknowledged.

AGRICULTURE/MINOR IRRIGATION

LETTER NO. CPA/22(1)/53, DATED THE 25TH FEBRUARY, 1953. FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS.

SUBJECT :—*Proposal for establishing closer contact between the Research Stations and Extension Workers.*

For sometime past, the Indian Council of Agricultural Research have been considering the ways and means of establishing closer contacts between the extension workers and the research stations as a regular practice. After careful consideration, the Council has come to the conclusion that one way of establishing continuous contact between research workers at the Research Stations and extension workers (field staff) would be to arrange a number of refresher courses in a year for the field staff in the research stations on matters and cultural practices concerning the particular commodity or commodities with which the Research Station is concerned. These courses should be brief, extending not more than 4 to 5 days, and should contain instructional lectures and field demonstration. The refresher course should relate to cultural practices which the farmers shall have to undertake in particular months, and should be held a few days before farmers usually undertake such operations. This will enable the field staff to understand the latest improvements with regard to a particular cultural practice as demonstrated in the Research Station and to transmit such experience to the farmer soon after.

2. The proposal is here elaborated with reference to a particular commodity, say, rice, and the Research Station concerned with it, *viz.* the Central Rice Research Station. The following are some to the important cultural practices concerning the growing of rice :—

	Period of the year
1. Compost making	Off season
2. Preparation of land	Beginning of the season-June
3. Growing of green manure crops . .	July
4. Transplanting and application of manures	August
5. Identification of diseases and pests and methods of combating them	When the crops are growing
6. Roguing the crop for selection of better seed	September-October
7. Threshing and securing of good seed . .	December-January
8. Proper storage of seeds . . .	January

The Central Rice Research Station has been instructed to arrange as a part of its programme of work each year a very brief refresher course with regard to each of the above cultural practice a week or so before such operations are undertaken by the farmers. This Refresher Course may be more or less in the manner indicated below :—

Schedule of course

Sl. No.	Dates	Period	Subjects for discussion and demonstration
1.	16th-19th June .	4 days	(i) Sowing of green manure crops. (ii) Preparation and sowing of nursery with improved varieties. (iii) Seed-treatment with fungicides against seed-borne diseases. (iv) Sub-surface application of fertilisers.
2.	21st-24 July . .	4 days	(i) Burying in of green-manure crop. (ii) Use of puddler for preparation of land for transplantings. (iii) Spraying of seedlings in the nursery against Helminthosporium and Piricularia and against pests. (iv) Dipping of seedlings in fungicides for controlling diseases.
3.	18th-21st August .	4 days	(i) Rational application of fertilizers deep placement and optimum dose. (ii) Identification of common diseases and pests and their control by spraying.
4.	6th-9th October .	4 days	(i) Identification of improved varieties in the field ; roguing crops for maintenance of purity. (ii) Working of threshing machines.

Sl. No.	Dates	Period	Subjects for discuss ion and demonstration
5.	24th-27th November.	4 days	(i) Preparation of second crop nursery and sowing of suitable varieties. (ii) Harvesting of first crop and collection of seeds. (iii) Importance of proper storage and demonstration of storage pests and their control.
6.	2nd-7th January .	6 days	(i) Seed testing ; germination and purity. (ii) Manuring the second crop. (iii) Review of work of the season and discussion of the progromme for the next season.

The field staff of the Department of Agriculture Orissa, *in the neighbourhood of the Central Rice Research Institute* will be instructed by the State Agriculture Department to attend such courses regularly before they go the villages to contact the farmers.

3. As the refresher courses would be held immediately before the farmers undertake such operations in a field season, the extension workers would be of maximum use in transmitting latest improvements to the farmers for adoption. The Refresher Courses would place emphasis of practical demonstration, and would be widely advertised in the region in which the research station is situated. It would be made known that such courses will be conducted every year according to the schedule mentioned above. By doing this the extension worker will know the particular time a refresher course in respect of the particular cultural practices will be held, and he can visit the Research Station periodically in each field season to learn latest improvements. It will also serve to bring to the notice of the research workers, the practical problems confronting the farmer with regard to particular cultural practices or disease control etc. so that the Research Station can apply itself to solve such problems. This, it is considered, will set up a routine whereby the extension worker periodically contacts the Research Station to learn the latest improvement and the research worker comes to know of the problems of the farmer for finding out a solution.

4. There may be a few difficulties in arranging such refresher courses but they are not insurmountable. The question of accommodation for visitors may arise. If the lectures are arranged in the morning along with a demonstration and if classes are dismissed before noon, the question of finding accommodation for putting up the visitors will not arise. So far às the staff etc. are concerned, the officers of the Re-

search Stations should ordinarily be able to undertake such refresher courses of a very short period without any addition to staff. The Research Stations will serve only a limited area but once such refresher courses are run for the area around each Research Station, the scheme could be extended when it becomes more popular.

5. As an experimental measure, the Indian Council of Agricultural Research have already made arrangements to start a refresher course on the lines indicated above at the Central Rice Research Institute, Cuttack, with effect from June 1953. A list of experimental Stations and Central Research institutions located in the various states is enclosed. I am to request that you may kindly get in touch with the appropriate officer concerned and arrange to have short refresher courses of the nature described above started at the stations located in the neighbourhood of your project area in collaboration with the State Departments of Agriculture/Animal Husbandry and ask the Village Level Workers and the Agricultural Supervisors employed in the Community Projects as well as other development projects to attend these.

The action taken in the matter may kindly be intimated to the Community Projects Administration.

LETTER NO. CPO(I)/6/53-PP & FO, DATED THE 5TH/10TH NOVEMBER, 1953. FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO ALL STATE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS.

SUBJECT :—*Progress on minor irrigation works in the Community Projects.*

The report for the period ending June, 1953, recently issued from this Administration, shows that the progress on minor irrigation works is far behind the schedule. Against the programmed expenditure of Rs. 13.9 crores during the period of three years, the expenditure to end of June, 1953 is only Rs. 18 lakhs. Shri R. B. Vaghaiwalla, Director of Field Operations, C.P.A., has already addressed some States in this connection. It is hoped that the State Governments will take adequate and effective measures to expedite work on irrigation projects in order to achieve the targets within the period of the programme. Their attention is particularly invited to the need of having a suitable Engineering Organization exclusively for Community Projects, where the *size* of the programme so demands.

2. A more important point that is brought out from this report is the need of accurate assessment of the achievements. In many States, large areas are reported to have been newly brought under irrigation at a very small capital expenditure. The cost per acre *including the*

people's contribution is so low as compared to the cost of irrigation works constructed by the State Irrigation Department, that the figures reported appear to be of doubtful accuracy. While, it is true that the works in the Community Projects are likely to cost much less than those constructed by the regular Public Works Department, on account of the elimination of the middleman's profit, peoples' participation etc., it is still difficult to believe that the difference could be so big—in several cases, the costs work out 20 to 30 times cheaper. The natural conclusion, therefore, is that the area reported as irrigated does not give a correct picture of what is actually being done in the project areas.

The main drawback seems to be an unscientific survey of the area brought under irrigation. In many cases, such surveys may not have been done at all. For an accurate estimate of this area, it is necessary to follow the procedure adopted by the regular State Irrigation Departments. In a state-owned irrigation work, a water-rate is levied on the land newly brought under irrigation, which has, therefore, to be ascertained from a spot-survey of the area that actually receives water. This is further checked from the irrigation capacity of the work and the command available. It is thus possible, in the case of such works, to determine the additional area brought under irrigation with a fair degree of accuracy.

4. For works in the Community Projects, many of which have been done entirely with self-help, there is no such obligation on the beneficiaries. A cultivator is not bothered whether his land, which may have been given out as irrigated, actually receives any water or not. The result is that, in absence of proper surveys, there is nothing to prevent the figures of additional irrigated areas being exaggerated. This exaggeration may be unconscious. Very often, this happens, where the Project Officer being himself a non-technical person, accepts the figures given by the Village Level Workers uncritically.

5. The problem of providing adequate irrigation facilities is so vast and the need for realizing our food production potential so urgent, that it would be fatal to allow this problem to be clouded by exaggerated or inaccurate statistics. It is not suggested that very elaborate surveys need be undertaken to ascertain the actual additional areas brought under irrigation, but it is felt that a joint survey by officers of Revenue and Irrigation Department could result in a much more accurate estimate.

6. It is also necessary to impress on the staff that *only the actual increase* in irrigation potentialities under the various schemes in the Community Projects, has to be reported. For example, it will not be correct to say that the additional area brought under irrigation from a tank is 100 acres and a well 5 acres, where the tank and the well have already been irrigating 90 acres and 4 acres respectively in the past and

which after repairs, are now irrigating 100 acres and 5 acres. The increase in the two cases would be only 10 acres and one acre respectively. Similarly, if 100 acres of land have been receiving partial irrigation from a work and after its repairs full irrigation is possible, the actual increase in the irrigated area could be roughly estimated from the extra quantity of water made available.

7. Another type of inaccurate reporting has arisen from credit being claimed for works constructed entirely by private enterprise, without any contribution from Government funds, such as, for example, installation of a tube well by a rich cultivator at a cost of Rs. 20,000/- to irrigate his 200 acres of land, without any contribution from Government. In such cases as these, where the Community Development Programme has had no direct connection with the work, it is inappropriate to treat them as cases of "people's participation".

Letter No. CPA/35/53-PP, dated the 11th February, 1954. From Community Projects Administration, New Delhi, to Development Commissioners/Directors of Community Projects, All States.

Subject :—*Improvement of Village Pastures in Community Projects.*

Will you please refer to this Administration's letter No. CPA/P/35/53 dated 22nd April, 1953, on the above subject.

Having regard to the replies already received and the estimates of additional expenditure furnished by the State Governments, the matter has recently been considered again and it is felt that a simple programme of work on grassland management in the Community Project areas would meet the needs. The nature of work to be carried out is explained in the attached copy of a note by Dr. R. O. Whyte, FAO Grassland expert attached to the Ministry of Food & Agriculture. It is felt that it should be possible for the State Governments to take up this simple programme with the staff and funds already provided in the Community Project budgets. The scheme is intended to be in the nature of an experiment and if it is carried out successfully and the villagers are convinced of its good results, it would be easy to expand its scope to cover the entire village pastures subsequently. The scheme may therefore be taken up immediately and progress referred to this Administration from time to time.

Enclosure

Note by Dr. R. O. Whyte, F. A. O. Expert.

Improvement of Village Pastures in Community Projects :

There are examples from all parts of India of the remarkable capacity of the grass vegetation to revive in some 2 to 5 years given complete protection from grazing. Certainly in overgrazed forest grasslands, and even on village pastures which have been grazed down to

bare soil and rubble, grass species appear to come in quickly. To the grassland ecologist, it is a most interesting and sometime striking example of what he calls plant succession; the poineer annual species are followed and ultimately replaced by poor-quality perennial species, and these in turn are replaced by superior perennial species which were eradicated long ago because they were so palatable.

2. It is suggested that the first objective of village pasture improvement should be merely to demonstrate this simple fact, for the benefit of the local agricultural staffs and the villagers. At this stage we do not need to consider how ultimately to manage the grass by grazing and/or cutting once it has fully revived, or how to retain the good species by appropriate management. If more advanced centres wish to reach this later stage quickly, recommendations for trials, which would indicate appropriate management practices can be made.

3. The first step in promoting regeneration of a grass vegetation is to fence off an area and protect it rigidly from all livestock. This should be done before the monsoon so that the existing types of grass can grow up without being grazed off at once, and may be permitted to seed themselves. This improved stand at once creates conditions in which the better species belonging to the next stage up in the succession can become established.

4. The area to be fenced off should be of a size which will not cause hardship to the villagers and their grazing livestock say, something between 1/10th and 1/5th of the existing pasture area reasonably near the village. It should be selected with a view to its demonstration value, a reasonably level patch of land in a conspicuous position.

5. After the area is fenced, any shrubs or clumps of unpalatable bunch grass should be removed, but any shade trees to be left. The surface can be lightly hoed by hand or lightly disked. If a little nitrogenous or phosphatic fertilizer is available, they may be applied, perhaps after the early monsoon rains.

6. With this simple treatment combined with complete closure, good results should in most cases be obtained quite rapidly. There is some indication that the regeneration may be more rapid and effective under higher rainfalls, but this may not actually be so.

7. It should be explained to the villagers that they are losing nothing, and in fact stand to gain. As soon as the grasses in the protected area have dropped all or part of their seeds, the villagers may be permitted to go in and cut one crop of hay (really grass straw). In the second year, they will obtain more than they did in the first. In the third year, they should obtain more by cutting than the livestock could possibly obtain by grazing, and the hay should be composed of palatable nutritive species.

8. When this stage is reached, and the villagers are convinced, perhaps we can assist in evolving procedures for treating their village pastures as a whole, and in producing a new integrated system of grassland management and animal husbandry.

LETTER NO. CPA/591/54-(Bud), DATED THE 12TH JULY, 1954. FROM COMMUNITY PROJECTS ADMINISTRATION NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Key Village Scheme—Establishment of Centres in National Extension Service areas.*

In the absence of a specific provision for expenditure on Key Village Schemes in the schematic budget of the National Extension Service Blocks, it appears that the State Governments are in doubt whether financial assistance for setting up of Key Village Centres in the National Extension Service areas would be provided by the Centre in the same way as for other areas. The matter was recently considered in consultation with the Ministry of Food and Agriculture and it has been ascertained from them that as the Key Village Schemes are being executed through the State Governments, the latter are free to chose any sites considered suitable for the purpose from the viewpoint of cattle development and other necessary facilities, and that there is no objection to Key Village Centres being located in the National Extension Service areas. It is, therefore, requested that the State Governments may now consider the matter and establish Key Village Centres in the National Extension Service areas to the maximum extent possible. Formal proposals in the matter, with full details, may be forwarded to the Ministry of Food and Agriculture.

LETTER NO. CPA/37(1)/54-PRG. DATED THE 16TH MAY, 1955. FROM COMMUNITY PROJECTS ADMINISTRATION NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS & DIRECTORS OF COMMUNITY PROJECTS. (ALL STATE GOVERNMENTS).

SUBJECT :—*Promoting the implementation of the agricultural programme in CP and NES areas.*

The Ministry of Food and Agriculture, Government of India, have written to us that the Ministry could be assisted in promoting the agricultural and allied activities in the CP and NES areas in the following manner :—

Fertiliser and Manures : The use of bonedigesters for production of bone-meal may be popularised, particularly in project areas, with a view to the maximum utilisation of bone resources of the country for manurial purposes.

Tobacco Development : The Central Tobacco Research Institute, Rajahmundry, and the Tobacco Research Sub-Station in Guntur District (Andhra) provide facilities for training in flue-curing of cigarette tobacco without any tuition fee. It would be helpful if staff of the Community Projects and NES in the tobacco growing areas are encouraged to avail of these facilities.

Coconut Development : The Indian Central Coconut Committee organises every year a short training course in coconut cultivation at its Central Research Stations at Kasaragod and Kayangulam. The officers connected with the Community Projects and National Extension Service in the coconut growing areas may be encouraged to undergo this training.

Vana Mahotsava : It is reported that a major difficulty facing the cashew industry in India is the shortage of raw nuts. Similarly, the number of mulberry and willow trees in the country is not sufficient to meet the requirements of these species of timber. It is, therefore, proposed to encourage planting of cashewnut, mulberry and willow trees during the 6th Vana Mahotsava, scheduled to commence from the 1st July, 1955. The Forest Departments have already been requested by the Ministry of Food and Agriculture to take early steps for raising nurseries of the above species for planting during the coming mansoons. The project staff can be of considerable assistance in making the campaign a success by encouraging the plantation of the above species of trees in project areas.

Cattle Improvement : With a view to economising expenditure on the purchase and maintenance of high-pedigreed breeding bulls, which are scarce in India, a Central Artifical Insemination Station has been established at the Indian Dairy Research Institute, Bangalore, for the centralised collection and distribution of semen, Bulls of breeds of all India importance will be kept at this Station and the semen of these bulls will be distributed all over the country for breeding purposes.

The State Governments have been invited to take advantage of the facilities offered by the Central Station, particularly for improving the breed of cattle in areas covered by the Community Projects and N.E.S. Blocks. The Project areas are already in possession of transport and refrigeration facilities and with a little addition in trained staff and artificial insemination equipment, breeding facilities can be provided for a large number of cattle. The Project Officers may be encouraged to take full advantage of the facilities offered by the Central Artificial Insemination Station.

Farmer's Forum : In India there is a need for a country-wide organisation of farmers and a central forum to express their views, ideas and opinions. With this object in view it is proposed to organise

an All India Farmer's Forum with its counterparts in States, districts, tehsils and villages. These Forums will be non-political, non-sectarian associations of agricultural producers and all those who are interested in the promotion of their welfare.

The forums will provide an ideal platform for disseminating information on improved agricultural techniques. The farmer, on his part, will bring to these forms his problems which require solution as well as his own practical experience of dealing with such problems. The forums will thus serve as a medium by which a two-way traffic between the laboratory and field could be established. All agricultural producers and any other person interested in the furtherance of the rural development work will be entitled to be enrolled as a member of the forum on payment of a small membership fee. The Project Officers and Gram Sevaks can be of considerable assistance in organising these forums in the villages covered by the Project areas.

Sugar-cane Manuring Campaign—1955 : A drive for top dressing of the standing sugarcane crop with ammonium sulphate was launched in May, 1954, before the monsoon in the three States of U.P., Bihar and Punjab. An area of 1·16 lakh acres was top dressed in factory zones. The production of sugarcane in the areas of operation has increased by nearly 46·7%. Encouraged by the remarkable results obtained last year, it has been decided to repeat the campaign during the current year from the time the new sugar-cane crop is sown. The campaign is being extended to all the important sugar-cane growing States. The Project Officers can be of considerable assistance in making the campaign a success in the Project areas.

2. It is requested that you may kindly consider these suggestions and intimate in due course the action you find possible to take on these suggestions to Adviser (Agr.), Community Projects Administration, New Delhi.

Letter No. CPA/15(67)/55-TA, dated the 10th December, 1955. From Community Projects Administration, New Delhi, to the Development Commissioners/Directors of Community Projects of all State Governments.

Subject :—*Development of Horticulture in N. E. S. and Community Development areas in the State.*

Please refer to D. O. letter No nil dated November, 1955, from Shri M. S. Randhawa, Vice-President, Indian Council of Agricultural Research, copy enclosed, on the above subject.

2. It is requested that necessary instructions may kindly be issued to the Principals of Extension Training Centres and Basic Agricultural Schools to enlarge wherever necessary and improve the quality of train-

ing in Horticulture and to provide the tools etc. to Village Level Workers. Expenditure on the purchase of tools required for imparting training should be met from the Training Centre's budget, while tools required for practical work in the CP/NES areas may be purchased out of the provision of Rs. 50,000 under item II of the schematic block budget.

3. Action taken may kindly be communicated to this Administration and also the Indian Council of Agricultural Research at an early date.

ENCLOSURE

Copy of D. O. letter No. nil dated November, 1955, from Shri M. S. Randhawa, ICS, Vice-President, Indian Council of Agricultural Research, New Delhi, to the Development Commissioners of all State Governments.

SUBJECT :—*Development of Horticulture in N. E. S. and Community Project Development areas in the States.*

Quite good work has been done by the State Governments of Agriculture in most States in the field of Horticulture, and at the Horticultural Research Stations of the State Governments important results have been established and these can form the basis of extension work in Horticulture on a large scale. It is the intention that the future VLWs. undergoing an 18 months' course of theory and partical (one year at the Basic Agricultural Schools followed by six months in the Extension Training Centres) should receive full training in Horticulture both theory and practical. The position is that out of a total of 2,120 periods allotted to various subjects in the syllabus for the one year's course at the basic agricultural school, Horticulture and Vegetable Farming has been given 200 hours. At the Extension Training Centres Horticulture forms a part of Agriculture which has been allowed 150 periods. Inspite of this, the VLWs receive inadequate training in Horticulture in most States. It would, therefore, be desirable if the VLWs are given training in Horticulture throughout the period they are in the basic agricultural school and later in the Extension Training Centre so that they may learn all cultural practices relating to fruit plants. In particular, they should be taught how to multiply plants by layering, grafting, etc., application of manures and irrigation; methods of pruning; preparation and application of insecticides and adoption of plant protection measures. They should also be given a set of gardening tools such as secateu, pruning knife including the joint pruner, cutting and grafting knife, hand duster, hand sprayer, hand rake, planting board, a small hand-saw, a measuring tape, insecticides, etc. They should also be invariably taken in batches to the horticultural research stations of the State and well-known commercial nurseries with a view to their being in direct touch

with important developments in horticultural research which have practical application and practical horticultural methods which can be utilised for the development of horticulture in the NES blocks.

What is true of training holds equally good when the trained VLWs have taken their position in the blocks. Here again, the block officers should see to it that a definite plan has been prepared for horticultural development in the block and facilities provided to the VLWs. These facilities would be in the shape of sets of gardening tools mentioned above sufficient in number to enable batches of VLWs effecting practical improvements in the gardens of the farmers. If work is taken on these line, the utility of VLWs would considerably improve and horticultural work would receive a great impetus.

I am, therefore, to request you to kindly issue necessary instructions to the Principals of the Basic Agricultural Schools and the Extension Training Centres to take all the necessary action as outlined above to enlarge where necessary and improve the quality of training in Horticulture, to provide the necessary tools and ensure that these tools are properly used in practical work in and around these training institutions. Instructions may also be given to the Block Development Officers to see to it that sufficient sets of tools are made available to the VLWs to take up properly horticultural improvement work in orchards in the block. The imporance of VLWs while under training as also when they take their positions in the blocks after training, visiting in batches horticultural research stations and commercial nurseries with a view to keeping themselves in touch with the various methods used in horticultural development as also the results of important research, cannot be overemphasised and I feel confident that in future you will please see that such visits are planned and executed as a regular feature of work in the training institutions and in the field. Generally, the Agriculture Departments in the States know the sources from where good garden tools can be obtained. The Community Projects Administration have agreed to follow up this letter and issue the necessary sanction for the purchase of implements sufficient in quantity for the purpose.

Letter No. CPA/5(79)/56-Prg. dated 10th January, 1956. From the Government of India, Community Projects Administration, New Delhi, to the Development Commissioners/Directors of Community Projects (All State Governments.)

Subject :—*Note prepared by Dr. Mordecai Ezekiel, Deputy Director, Economics Division, F.A.O. on Field visits in India—Comments on.*

A copy of the note recorded by Dr. Mordecai Ezekiel, Deputy Director, Economics Division, F. A. O. on field visits in India is sent herewith. It is hoped that steps will be taken to improve the quality of

demonstrations and to particularly pay attention on dramatising and publicising the results of demonstrations to all cultivators. The State Governments should make adequate provision for the conduct of demonstrations where, it does not exist for this purpose. The Ministry of Food & Agriculture is being requested to provide sufficient quantities of fertilizers for the conduct of demonstrations.

ENCLOSURE

Extracts from a note prepared by Dr. Mordegai Ezekiel, Deputy Director, Economics Division, F.A.O. on field visits in India.

Agricultural extension methods: No special study was made on this subject, and my comments are based merely on the occasional contacts I had with agricultural extension work in the course of other visits. These contacts let to the impression that although a good deal has been done to increase the number of agricultural extension workers at work in India, adequate attention has not yet been given to using the "demonstration" method of showing farmers in practice how individual improved practices can help their own operations.

The "demonstration" method consists of having ordinary farmers just as average and representative as possible—try out some single practice on part of their own farm, and then see under these practical farm conditions how much increase in production is obtained by the new method, and how much it costs them to do it. This is most easily adapted to showing crop results, such as the effect of using improved seeds, better fertilizers, or improved irrigation or other cultural practices. To be most effective, each demonstration plot should consist of one or more parts of the field. On these the new method is tried, side by side with other parts of the field, which are planted in the traditional way with the same crop, so that the difference in growth and yields will be apparent to the eye. Further, these demonstration plots should be clearly marked with a large sign-board, explaining what is going on, and with large signs on each of the plots telling, (or showing in picture form), exactly what treatment that plot is receiving. Then the other farmers in the village, and passersby, can watch the growth of several crops, and see during the season the difference in yields secured. It helps if the demonstration plots can be located on or near a road, and it would be even better if they can be located on a main road, so that many more people can see the result of improved practices. When harvest time comes it is good, especially if the practices prove successfull, to make some kind of a special occasion of the harvests; if the other farmers of the village gather there, and take part in the harvesting of the separate plots, and weigh up the yields obtaining by the different methods; also dramatize it by piling up the yields secured on the test plot, and the control or untreated plots, on an equal area of land, and then have photographs made for publication in the local newspapers, and perhaps for display in the Town Hall, showing the results secured.

The same method can be used for livestock, but this requires somewhat more care and ingeunity, and is a little more difficult to compare the results. However, it should be possible if the farmer has say, several milk cows, to feed some of them improved rations, and feed others according to the older methods; keep records of the production, and show the differences obtained during the course of a month or a year. With chickens he might divide his flock into two parts, (especially if he can afford the wiring to pen them up separately)—or else to have one group fed with proper feed penned up, and the remainder allowed to run and pick up their food as they can, and then compare egg production, and weight of the chickens in the two groups.

The essential points involved are that (1) the demonstrations should be restricted to one simple point which can be understood and grasped readily; (2) they should be designed to drive the message home as effectively as possible, and (3) they should be dramatized and publicised so that not only the individual farmer connected with the demonstrations, but as many other neighbouring farmers as possible profit and learn from the results.

I was informed that these methods are being taught at some of the training courses being given for extension workers, but I was impressed by the fact that in two weeks' travel, almost entirely in country districts over many across of miles of roads of all categories, I saw only one demonstration plot, and that one was not at all effectively set up for publicity purposes.

My suggestions above are those of a generalist rather than a specialist, and I am sure that your extension teachers know more about how it should be done than I have suggested above, but my point is that in all areas where extension work is under way—and most especially including development blocks where very intensive extension work is supposed to be going on—much more attention needs to be given than appears to be given so far, to make the best use of the essential tool of farm demonstrations.

LETTER No. CPA/5(7)/56-PRG. DATED THE 31ST JANUARY 1956, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS).

SUBJECT :—*Recommendations of the 10th meeting of the Crop and Soils Wing of the Board of Agriculture and Animal Husbandry.*

Will you kindly refer to letter No. CPA/5(7)/54-Prg. dated October 21, 1954, with which the recommendations made by the Crops and Soils Wing of the Board of Agriculture and Animal Husbandry in India at its Bangalore meeting, were circulated ? The replies received from

different States indicate that fuller consideration is necessary regarding the following aspects if the Community Projects have to play their role in the development of Agriculture and Animal Husbandry in India.

(i) *Marketing arrangements in Community Projects.*—With the increase in agricultural production, particularly, in the 1952 series of Community Projects, the need for organising orderly and renumerative disposal of agricultural produce has become pressing. In many of these projects conditions are now ripe for undertaking grading and co-operative marketing in consultation with the Co-operative and Marketing Departments of the States. During the Second Five Year Plan, co-operative ware-houses and marketing organisations will be set up. It is increasingly important that in the context of the expanded activities, the work in the projects should be closely associated with the co-operative and marketing departments in the States. The experience gained in these projects could usefully be applied for development of the facilities in other areas. The subject-matter Specialists in Agriculture and Co-operation may have to be given a short course of training.

Provision has also been made by the Ministry of Food and Agriculture in their 2nd Five Year Plan for setting up a number of cold storages and the State Departments of Agriculture and Co-operation have included their schemes in their 2nd Five Year Plans. Some of these storages for fruits, vegetables, meat and fish could be set up in project areas.

(ii) *Extension Recommendations.*—During the Second Five Year Plan the entire country will be covered with N.E.S. Blocks and it is necessary to ensure that suitable extension recommendations are available, particularly, for those areas which will be brought under canals or tube-wells. These should deal *inter-alia* with the cropping pattern rotations, irrigation and drainage practices and measures for building up soil fertility. Now that the Second Five Year Plan is being finalised it should be possible for the Irrigation Departments to indicate the areas which will be brought under irrigation during the Second Five Year Plan. The Agricultural Departments may be asked to tabulate suitable recommendations for the areas listed by the Irrigation Department and where the Agricultural Department wish to take up local investigations, they may be encouraged to do so.

It will be useful to try out the measures recommended by the Agricultural Department on a limited scale in the first instance so that the extension staff are convinced of the local efficacy of the recommendations.

If any difficulties are experienced, Dr. J. S. Patel, Adviser Agriculture, Community Projects Administration, on hearing from the States will be happy to render all help which lies in his power.

LETTER NO. CPA/5(83)/56-PRG. DATED THE 8TH FEB. 1956, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Research on methods and technique of Community Development Programme.*

As you are aware, an allocation of Rs. 200 crores has been made under the Second Five Year Plan for the continuance and expansion of the Community Development and National Extension Service Programmes.

Agriculture would continue to receive emphasis as agricultural activities are the base on which the rest of the edifice of the Community Development Programme as a multipurpose programme is constructed. It would, therefore, be advantageous if research on methods and techniques forms an integral part of the Community Development Programme as "wasteful motions" in efforts would be reduced in the varied facets of the agricultural programme.

As a first step in this direction, some of the Agricultural Colleges which have Extension Departments or Wings attached to them may usefully undertake a research programme in the C. D. P. and N.E.S. areas near these institutions. It is not necessary to study all the problems but case study may be undertaken of selected problems.

As an illustration, the following types of cases may be taken up usefully for study and research.

(1) Case studies of specific items of agricultural programme such as seed multiplication, soil fertility practices including green-manuring, horticultural development, use of improved agricultural implements and adoption of recommended cultural and plant protection methods by the farmers. Items like Japanese method of Paddy Cultivation, improved sugarcane cultivation, seed multiplication of a variety of an important crop, compost manufacture etc. may also be taken up for study. Villages and individual farmers may be selected at random and in adequate numbers to obtain statistically significant conclusions. The results of case studies may be analysed to ascertain amongst others the following points :—

(a) Does the channel through which the recommendation reach the farmer function speedily and effectively?

(b) Are all the farmers contacted in a village and if not what are the reasons for the gaps in the coverage?

(c) Are all the villages covered adequately and if not, what are the reasons *for the differences?*

(d) Out of those farmers who are aware of a specific recommendation, how many adopt it? What are the reasons for non-adoption of a recommendation? To what extent the recommendation satisfies the expectations of a farmer?

(e) What are the reasons for variations in degree of adoption of different agricultural recommendations by the farmers? Why is a particular recommendation less popular than another?

(f) What is the actual cost of adoption of a particular recommendation to a farmer and what are the monetary and other benefits to him?

(g) What is the effect of adoption as well as non-adoption of a particular recommendation on the adoption and non-adoption of other agricultural recommendations?

(2) To locate successful methods of approach for different specific recommendations, case studies different methods of agricultural extension would be useful.

(3) Case studies of organization of supplies for agricultural extension. What are the short-comings of the supply-line for seeds, fertilizers and manures, agricultural implements, and plant protection materials?

(4) Case studies of farm-youth organization, and agricultural-leadership with a view to locate the best methods for building them up.

(5) Case studies of Village Level Workers with a view to locate the qualities which make up a successful agricultural extension worker.

(6) Case studies of co-ordination involving the tracing down of research recommendation from the Research laboratory to the Village Level Worker to locate the bottle-necks, similar follow up of a farmers problem through the Village Level Worker to the Research laboratory. The study of effectiveness of advisory service in assisting the Village Level Worker and subject-matter specialist at the Block level.

(7) A study of relative effectiveness of various measures for keeping Village Level Workers up-to-date.

(a) In-service arrangements.

(b) Magazines, journals, circulars and agricultural information.

(c) Monthly meetings of Village Level Workers.

Those States which have more than one Agricultural Colleges with Extension Wings may take up separate problems so that duplication is avoided.

The Community Projects Administration will be glad to have your views in general on this subject and in particular on the following points :—

(a) Whether any of the Agricultural Colleges with Extension Wings would like to actively participate in research programme in the C.D./N.E.S. Block.

(b) A brief indication of the type of research proposed for each institution.

(c) Additional facilities required for the research programme :

(i) Equipment,

(ii) Personnel,

(iii) Training of Research personnel, if required.

(iv) Financial assistance, if any required.

This enumeration of problems is not intended to be comprehensive nor final.

I shall be grateful if you will kindly consider the above suggestions. In the event of any difficulties, if you are good enough to bring them to the notice of Dr. J. S. Patel, Agricultural Adviser, Community Projects Administration, I am sure he will extend to you all possible help.

LETTER NO. CPA/5/(90)/56-PRG. DATED 27TH JULY, 1956. FROM THE GOVERNMENT OF INDIA, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Public Co-operation in regard to Flood Control and Irrigation Schemes.*

The possibility of enlisting greater public co-operation in regard to Flood Control and Irrigation schemes has been under the consideration of the Government for sometime. Normally the Project/Block personnel help in co-ordinating the activities of other departments functioning in the development area. In the field of flood control and irrigation schemes also which are undertaken in the Community Projects/N.E.S. areas the need for co-ordination between the Executive staff of the Flood Protection Works and the Extension Staff is necessary.

It is, therefore, requested that the Social Education Organisers may be instructed that in the course of the discharge of their normal duties, they should as and when possible remain in touch with the subject-matter-specialists and Experts employed under the schemes to find out where a process of education is necessary to create an understanding

of their plans. With a view to securing maximum amount of success in the Irrigation and Flood Control schemes, the Social Education Organisers in the development areas may as and when necessary :—

1. educate the people about the havocs wrought by the floods and famines and the utility of these projects and the urgency with which these projects should be completed.

2. encourage local population to enlist themselves for work in the various projects.

LETTER No. CPA/5(90)/56-PRG. DATED 27TH JULY, 1956, FROM THE GOVERNMENT OF INDIA, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Formulation of an Integerated Plan for adoption in the Community Projects for the development of Animal Husbandry activities.*

A copy of letter No. F. 6(9)/53-AH(I) dated the 28th June, 1956 along—with its enclosures received from the Indian Council of Agricultural Research is forwarded. It is requested that the State Directors of Agriculture and Animal Husbandry may please be requested to take suitable action in the matter.

COPY OF THE LETTER No. F. 6(9)153-AH(T) DATED THE 28TH JUNE, 1956 FROM UNDER SECRETARY, INDIAN COUNCIL OF AGRICULTURAL RESEARCH, NEW DELHI TO ALL STATE GOVERNMENTS.

SUBJECT :—*Formulation of an Integrated Plan for Adoption in the Community Projects for the Development of Animal Husbandry Activities.*

I am directed to invite a reference to this office circular letter No. F. 6(9)/53-AH dated the 11th July, 1953 forwarding the recommendations made on the above subject at the tenth meeting of the Animal Husbandry Wing of the Board of Agriculture and Animal Husbandry in India, held at Poona in 1953—(copy enclosed* for ready reference) and to state that no provision has been made for animal husbandry activities under the CPA budget, because the function of Administration is confined to co-ordination of various developmental activities at the village level, through the medium of its village level workers or gram sevaks, and the technical as well as supervisory aspects of the schemes are entirely vested with the technical or development departments. Consequent on this, the introduction of a concrete plan for the

*Not printed.

development of animal husbandry under the Second Five Year Plan in accordance with the recommendations of the Animal Husbandry Wing in 1953, is the responsibility of the respective State Departments of Animal Husbandry, in accordance with their approved plans.

I am therefore to request that the State Directors of Animal Husbandry and/or Agriculture may kindly be instructed to take immediate action accordingly.

The receipt of this communication may kindly be acknowledged. The action taken may also be intimated in due course to this office.

LETTER No. CPA/5(65)(4)/56-PRG. DATED AUGUST, 3, 1956, FROM GOVERNMENT OF INDIA, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS. (ALL STATE GOVERNMENTS).

SUBJECT :—*Programme for Agriculture in the Community Development /National Extension Service Blocks.*

Will you please refer to the Planning Commission's letter No. PC (IV) 14(II)/56 dated the 5th June, 1956 regarding review of targets of agricultural production in the Second Five Year Plan? A copy is enclosed for reference. The letter was issued after consultation with the Community Projects Administration and *inter alia* indicates the role of National Extension Service and Community Projects in respect of this particular programme.

I also forward for your information a copy of the Resolution No. IV adopted by the Conference of Central and State Ministers of Agriculture held at Mussoorie. The other recommendations of this Conference are being considered by the Planning Commission and a further communication will follow.

ENCLOSURE I.

Resolution No. IV of the Conference of Central and State Ministers of Agriculture held at Mussoorie.

"1. Considering the important role that the National Extension could play in the programme of increased agricultural production and taking note that the entire country is proposed to be covered by NES agency by 1960-61.

The Conference recommends :—

(1) the establishment of closer co-ordination between the normal agricultural programmes of the State Governments and the activities of the NES and CP Projects in regard to agricultural Production ;

(2) foremost priority being given by the village level workers to agricultural production in the NES and CP areas ;

(3) potentialities of increased agricultural production being as far as possible the determining factor in selecting areas for the National Extension and Community Development;

(4) the exclusive use of the funds allocated for minor irrigation and agricultural schemes in the NES and CP areas for the implementation of agricultural programmes and banning the diversion of any such allocation to other expenditure;

(5) the creation of a suitable machinery at the State level to ensure co-ordination between expenditure on Minor Irrigation works in the NES and CP areas and other areas;

(6) the assessment of increased yield in relation to the investment on minor irrigation projects and the regular supply of such information to the Ministry of Food and Agriculture and the Community Projects Administration;

(7) responsibility being placed on the Director of Agriculture for all the agricultural programmes inside and outside the NES and CP areas; the subject matter specialists working in the NES areas taking guidance from the Director of Agriculture who should be responsible for directing policy of agricultural programmes in the NES and CP areas; for this purpose, where necessary, the Director of Agriculture should be given additional assistance in the shape of a Joint or Deputy Director who will work under his guidance".

Enclosure II

Copy of Letter No. PC (IV)14(II)/56 dated the 5th June, 1956 from the Secretary, Planning Commission to all State Governments.

Subject :—*Review of Targets of Agricultural Production in the Second Five Year Plan.*

The object of this letter is to request State Governments to review the targets of agricultural production proposed at present in the Second Five Year Plan. When the National Development Council considered the Draft Second Five Year Plan at the beginning of May, there was a concensus of opinion that the targets of agricultural production in the plan should be improved upon. It was felt that higher rates of increase were required for meeting domestic demands, eliminating imports and providing adequate safeguards against the possibility of inflation arising from the implementation of the Second Five Year Plan. In this connection, it will be recalled that, according to the Plan which has been formulated, while national income is expected to increase by

25 per cent, national income from agriculture and allied fields is expected to increase by 18 per cent. It is important that during the second Five Year Plan every effort should be made to see that the order of increase in production in the rural and agricultural sector should match the increased demands arising out of developments in the entire economy and care should be taken to see that the gap between agricultural and rural incomes and other incomes does not go on widening. The way to increased incomes in the rural sector lies mainly through increased production and greater diversification of agriculture. While stimulating the maximum increase in production possible, it is Government's aim that price levels should be maintained in such a way that the terms of trade are not against agriculture and there should be an assured demand for whatever is produced.

2. The principal targets of agricultural production under the Second Five Year Plan which have been worked out so far are set out in the following statements :—

Community	Unit	Estimated production in 1955-56	Target of additional production	Estmated production in 1960-61	Percentage increase
Foodgrains.	Million tons	65.0	10.0	75.0	15
Oilseeds	Million tons	5.5	1.5	7.0	27
Sugarcane (Gur)	Million tons	58	1.3	7.1	22
Cotton	Million bales	4.2	1.3	5.5	31
Jute	Lakh tons	4.0	1.0	5.0	25
Coconut (Oil)	Lakh maunds	1.3	0.8	2.1	62
Arecanut	Lakh maunds	22.0	5.0	27.0	23
Lac	Lakh tons	12.0	4.0	16.0	33
Tobacco	Thousand tons	2.5	..	2.5	..
Black pepper	Thousand tons	26.0	6.0	32.0	23
Cashewnut	Million pounds	60.0	20.0	80.0	33
Tea	..	64.0	56.0	70.0	9
Non-foodgrains			..		21
All Commodities			..		17

3. For achieving these targets the Plan provides substantial resources for agricultural development. Thus, Rs. 170 crores are allotted for agricultural production programmes and the natural extension and

community development programme also makes a provision of Rs. 55 crores for agriculture (mainly minor irrigation) and animal husbandry. In addition, the Plan provides Rs. 381 crores for major and medium-sized irrigation projects and Rs. 95 crores for flood control and certain other irrigation schemes. Besides, for programmes such as animal husbandry, forests, co-operation and fisheries, which have a close bearing on the agricultural economy, there are provisions amounting to Rs. 171 crores. Thus, including agriculture and community development and irrigation, the Plan provides more than Rs. 1000 crores for increasing rural production. In addition, there are arrangements for the provision of short-term credit in national extension and community project areas. Steps for further improving these and other arrangements for the supply of short-term credit will be studied by the Ministry of Food & Agriculture and the Planning Commission in consultation with the Ministry of Finance and the Reserve Bank of India.

4. If these resources are properly utilised through intensive work in villages, efficient organisation of supplies and development of co-operation, it should be possible to achieve results exceeding those set out in the Plan. The present estimates of agricultural production, and especially of food production, are based on calculations of increase in production potential resulting from irrigation, use of fertilisers and manures, improved seeds, land reclamation and development and general improvements in agricultural practices. On this basis it is reckoned that the food production potential may increase by about 10 million tons or 15 percent. It has to be admitted that these are rough estimates and perhaps that they do not take fully into account the scope for improving agricultural yields which continue to be extremely low. It will be recalled that in Planning Commission's letter No. FYII/CDI/5/55 dated the 22nd February, 1955 it was stated that in framing agricultural programmes it was essential, from the national point of view, to place before villagers a goal which they should strive to attain. In connection with the preparation of the Second Five Year Plan it was urged that this goal should be the doubling, within a period of about 10 years or so, of agricultural production, including food crops, oilseeds, cotton, sugarcane, plantation and other crops, animal husbandry products, etc. It is against the background of a broad objective of this kind that existing proposals for increasing agricultural production in the States have to be re-examined.

5. From the point of view of agricultural programmes, the Planning Commission and the Ministry of Food and Agriculture suggest that in the following directions activities should be intensified with a view to stepping up agricultural production :

(a) National Extension and Community Projects.

(b) Seeds and Fertilisers.

(c) Irrigation.

(d) Development of Co-operation, specially in credit and marketing.

(e) Other measures.

The suggestions are set out below in some detail. In giving effect to them, in almost every case, success depends on the extent to which programmes are worked out for villages and groups of villages and individual families are drawn actively and enthusiastically into the task of increasing agricultural production.

(a) *National Extension and Community Projects.*

(i) *NES as agency for development*: There must be the closest possible integration of the national extension service and community projects with the State's normal development administration. National extension service and community projects are frequently referred to as 'movements'. This is because the ideas underlying them were brought together for the first time in the First Five Year Plan, but in essence they constitute the normal pattern of administration. This should be recognised and the national extension service should be used by all departments working in rural areas as the *regular* administrative machinery for development.

(ii) *Priority for agriculture in NES and Community Projects*: In national extension and community project areas and in the work of village level workers, agricultural production must be given the first and foremost priority. Definite targets should be laid down for each group of villages in charge of an extension worker not only in respect of physical resources to be created, such as number of irrigation works to be constructed and quantities of fertilisers, manures and improved seeds to be distributed, but also in respect of the acreage to be benefited by other improved agricultural practices and techniques.

(iii) *Reaching individual families in NES and community Projects*: In the adoption of various extension measures the aim should be to cover the entire acreage in every village and to reach every family, say, within a period of 10 years. This is the main function of the national extension service.

(iv) *Responsibility of Agriculture Departments for agricultural programmes in NES and community project areas*: Agriculture Departments should recognise that the national extension service is their *agency* and that *they* themselves are responsible for the success of agricultural programmes in NES and community project areas. This should also be brought home to the technical and field personnel of agriculture departments in the districts and in national extension and community project areas.

(v) *Location of NES and community projects* : In locating national extension and community development blocks, the interests of rapid increase in agricultural production should be kept in view.

(vi) *Allocations for Agriculture in the Block budget in NES and community project areas* : The Community Projects Administration are addressing State Governments to the effect that funds proposed for agriculture in schematic block budget of the NES and community project areas should be used only for agricultural programmes and should, on no account, be diverted to other heads of expenditure.

(i) *Review of existing seed distribution arrangements* : Existing arrangements for seed distribution in each State should be reviewed carefully. with a view to making various improvements.

(ii) *Multiplication of improved seed* : The present arrangements for the multiplication of nuclear seed should be reviewed carefully. Every village level worker's area should have adequate permanent local arrangements for the multiplication of improved varieties of seed. The aim should be to ensure that a large proportion of land under different crops can be saturated with pure seeds by the end of the Second Plan.

The Plan provides for the establishment of about 3800 seeds multiplication farms. The establishment of these 3800 farms has been phased and ordinarily it would be only in the fifth year that the entire number of farms would be established. It would be desirable to establish all the 3800 farms within, say, the first three years of the Plan so that quick results might be achieved. If it is necessary to increase the number of seed multiplication farms further with a view to ensuring that all extension areas are adequately served, proposals to this effect can be considered.

The requirements for improved varieties of seed suited to dry farming conditions should be studied and steps taken to arrange for them.

(iii) *Local manurial resources* : The collection and conservation of local manurial resources, including green manuring, and their proper use should receive special emphasis from agriculture departments and extension workers. Difficulties encountered by farmers in compost making and green manuring should be studied in each area, so that those activities can be popularised in an intensive manner.

(iv) *Supplies of fertiliser* : Efficient arrangements should be made for the distribution of fertilisers for food as well as non-food crops. In case the supplies now available are found to be inadequate, the quantities needed should be reported to the Ministry of Food and Agriculture, so that larger supplies can be arranged for the future. Estimates of demands for fertilisers should be made well in advance of the season.

It would be desirable to arrange for a large number of fertiliser depots with stocks of fertilisers as well as insecticides and fungicides within easy reach of the cultivator. In this connection, the feasibility of having a single depot for the storage of seeds under the seed multiplication farms scheme and for the storage of fertilisers and insecticides and fungicides should also be considered.

Efforts should be made increasingly to equip extension personnel in charge of each group of villages with a small soil testing kit.

(v) *'Japanese' method of paddy cultivation* : The 'Japanese' method of paddy cultivation has yielded valuable results by way of increased production. The area under this method is understood to be 1.8 million acres at the end of the First Plan and the target to be reached by the end of the Second Plan is 4 million acres.

The area under rice cultivation exceeded 77 million acres in 1954-55. The 'Japanese' method of paddy cultivation represents a combination of the use of improved seed and careful cultivation. It should be possible to raise considerably the targets for the application of the 'Japanese' method in rise cultivation. States should consider carefully how targets under this item can be enlarged, especially in irrigated areas.

(c) *Irrigation.*

(i) *Intensive efforts in production and revised targets for irrigated areas* : The scope for increasing production is the greatest in irrigated areas. In these intensive efforts should be organised for the introduction of improved agricultural practices. The yardsticks of additional production expected from irrigation (from large as well as small works), accompanied as it always should be, by the speedy and large-scale adoption of improved practices, appear to have been pitched low in the past. These should now be reviewed and revised targets set for all irrigated areas, that is, both for areas which are already under irrigation as well as for those which will come under irrigation during the Second Five Year Plan. [Action in this direction has already been initiated with Planning Commission's letter No. PC(V)1/3(58)/55 dated the 4th November, 1955, regarding assessment of additional production from irrigation projects.

(ii) *Minor Irrigation* : Special attention should be given to the maintenance of existing minor irrigation works. It is pointed out in the Second Five Year Plan that frequently while new minor irrigation works are being constructed a proportion of old works are falling into disuse. Existing arrangements in each state for the maintenance of minor works should be reviewed and, where necessary, new legislation should be enacted placing adequate responsibility on village communities so that, if there is failure in maintaining works, repairs can

be undertaken and cost recovered from the communities concerned. The provision for labour contributions which exists in Panchayat legislation in many States should be utilised for the maintenance of minor works.

In minor irrigation there should be closest co-ordination and joint planning between the agriculture department and the district and block development staff in charge of national extension and community project areas. (Second Five Year Plan, page 270-71).

(iii) *Obtaining maximum benefits from irrigation projects*: To realise maximum benefits from irrigation schemes the programme of work should be so arranged that there is no time lag between the availability of benefits and their utilisation. Thus, co-ordination between the completion of reservoirs and of the associated canal systems, completion of canals and preparation of land, supply of power and drilling of tubewells, etc. have been stressed in the Second Five Year Plan as essential elements in irrigation planning to which sufficient attention has not always been given during the First Five Year Plan. (Second Five Year Plans, pages 349-50).

(iv) *Economy in use of irrigation supplies*: For many years such aspects as water requirements of crops in relation to systems of irrigation, frequency of watering, methods of cultivation, application of fertilisers, etc., have been studied at centres of agricultural research. Similarly, irrigation research centres have studied possibilities of reducing losses on canals, branches, distributories and, more especially, on water courses as well as of securing economy in the use of water through proper alignment of water courses. A systematic effort to apply such results in irrigated areas through the national extension service is now called for. (Second Five Year Plan, page 329).

(d) *Development of Co-operation, specially in Credit and Marketing.*

Organisation of agriculture and of ancillary activities on co-operative lines is intended to ensure better utilisation of the available resources and therefore to raise production more rapidly than might otherwise be possible. It is with this emphasis in view that co-operative and agricultural personnel should work together in each area. In the past there has been a tendency for the co-operative and agriculture departments to function some what in isolation from each other. Producer co-operatives have to be developed on a large scale and steps in this direction have been indicated in the Plan. Urgent attention must be given to the expansion of short-term credit and arrangements for marketing.

(i) *Short-term credit*: Adequate supply of credit has to be assured to cultivators for implementing the programme of agricultural production. The supply of short-term credit should be organised through co-operative institutions with the assistance of the Reserve Bank of

India on as large a scale as possible and steps should be taken to ensure that each district, and in particular, each national extension block and community project area has a carefully prepared plan of action for providing and utilising supplies of short-term credit. In this connection it has been suggested in the Plan that the co-operative department in each district, in collaboration with the agriculture department and the national extension service organisation, should prepare each year a detailed plan for the provision of short-term credit. Standard scales of loans should be laid down and loan applications may be prepared and sanctioned in advance of the season, so that credit for improved seeds, fertilisers, etc. is made available in good time. In making arrangements for the distribution of credit, the needs of areas or of groups of cultivators not yet reached by the co-operative movement should be kept in view. In such cases the revenue or other administrative agency should provide for the credit needs not only of short-term credit but also, so far as possible, of medium and long-term credit. Provision for grant of taccavi loans should be made on a more liberal basis than at present and should not be curtailed on the ground that co-operative institutions are also providing funds for this purpose. A careful assessment of the needs of the cultivators, especially for short-term loans, should be taken in hand immediately and the necessary amounts arranged. Every effort should be made to develop the operations of co-operative credit institutions.

(ii) *Marketing of agricultural produce*: Supply of short-term credit is intimately linked with the development of co-operative marketing. The Plan provides for the development of co-operative marketing and extension of regulated markets. Efficient marketing, which assures a fair deal to the farmer in all transactions and organised supply of short-term credit through co-operative credit institutions are major elements in the programme for increasing agricultural production. Marketing programmes should therefore be organised as in item of high priority.

(e) *Other measures.*

(i) *Contral measures against posts and disease*: Control measures against insect pests and plant diseases should be intensified. In this connection, each State should review whether insecticides are available in adequate quantity; if not, supplies should be arranged for.

(ii) *Extension of dry farming methods*: Adequate extension of dry farming methods should be organised increase where such schemes have not already been taken up. The Plan provides about Rs. 20 crores for soil conservation, including contourbunding. As contour-bunding is primarily the responsibility of agriculturists, there should be insistence on self-help and mutual aid. In contour-bunding what agriculturists

need mainly is trained staff to give them instructions and guide their work. With the provision made in the Plan large areas can be benefited.

(iii) *Research and application of results* : Although much work has been done on plant breeding in respect of the prinicpal cereal crops such as rice, wheat pulses, increased attention has to be given to work on jowar, bajra, ragi, til and groundnut. Similar work has to be done in several parts of the country in respect of jowar, bajra and groundnut.

Technical guidance regarding the adoption of particular recommendations to suit the local requirements of each area needs to be made available. For this purpose the machinery at the district level should be suitably strengthened for testing the suitability of recommendations under local conditions and for solving local problems. The joint Indo-American team of Agricultural Research and Education has drawn attention to the need for providing adequate staff and facilities for conducting research on local fields problems. The recent Evaluation Report on the working of national extension and community projects have observed that frequently guidance in regard to specific varieties of seeds and fertilisers suited to particular conditions of soil and climate is not available and research facilities close to the field are lacking.

(iv) *Measures to raise efficiency of agricultural staff* : The technical staff of agriculture departments should be strengthened both at headquarters and in the districts. In order to make the district agricultural staff more effective, district agricultural officers should have the necessary asistance for handling trading activities *e.g.* sale of fertilisers, implements, seeds. Where additional transport is needed, this should be provided. Refresher courses should also be organised for various grades of agricultural personnel.

(v) *Demonstration and information for farmers* : Practical demonstrations of improved agricultural practices, agricultural fairs and exhibitions and supply of information for farmers through posters and other display material should be organised in each area on intensive co-operation, publicity for the Second Five Year Plan, etc., measures for increasing agricultural production should be given a prominent place. Crop competitions should henceforth be developed with a view to raising average yields rather than merely to stimulating high levels of individual performance on small areas of land.

6. Keeping in view the suggestions outlined above, States are requested to review their present tentative programmes for the period of the Second Five Year Plan. The aim should be to formulate a programme for increasing production as rapidly as possible, with reference specially to development programmes which are to be undertaken in

agriculture and allied fields, national extension and community development, and irrigation. Such reviews should be undertaken both at State level and at district level. There should be very close collaboration between the Development Commissioner, the Agriculture and Irrigation, the Co-operative and other associated Departments at State level and between officers of different Departments at district and project level. The results of the review undertaken in each State and the detailed agricultural production programmes which are now worked out may kindly be intimated to the Planning Commission and the Ministry of Food & Agriculture *not later than the 25th July,* 1956. The suggestions made in this letter should also be utilised as far as possible in implementing the production programmes for this year's kharif. It will be recalled that it is the intention during the Second Five Year Plan to have carefully worked out agricultural plans for each district and, in particular, for each national extension and community project area.

7. For carrying out these suggestions and obtaining higher targets, there will be need for reviewing the internal distribution of resources alloted for agricultural programmes. To the extent necessary, some addition to the resources available under the Plan may have to be considered. As stated earlier, in some cases. *e.g.* the need multiplication farm scheme, if might be necessary and desirable to accelerate the programme and complete it in the first three years instead of phasing it over the five-year period. State Governments may examine these various proposals and take appropriate action within the framework of the Plan. Schemes which cannot be provided for within the Plan should be reported separately for further consideration.

8. The agricultural production programmes of each State are divided conveniently into the following categories :—

1. Major irrigation.
2. Minor irrigation.
3. Fertilizers and manures.
4. Improved seeds.
5. Land reclamation and development.
6. General improvements in agricultural practices.

Information under each of these items should be furnished (a) for the five years 1956-61, and (b) for 1956-57 under four heads :—

(i) Additional area benefited,

(ii) Yardstick assumed,

(iii) Additional food production potential, and

(iv) Outlay.

In furnishing the information, a comprehensive view should be taken of outlays envisaged in the Plan for agriculture and allied heads of development, national extension and community project areas as well as irrigation.

9. The Ministry of Food & Agriculture propose to address a separate communication regarding a conference with State Governments which they propose to convene.

LETTER NO. CPA/5(83)/2/56-PRG, DATED 10TH AUGUST, 1956. FROM GOVERNMENT OF INDIA, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI TO DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Recommendations of the Joint Indo American Team—Extension of work in States—Organisational review.*

I enclose a copy of Government of India, Ministry of Food and Agriculture (Indian Council of Agricultural Research) letter No. 1-54/56-Edn. III dated the 18/24th July, 1956 on the above subject with the request that the recommendations in respect of the Community Project/National Extension Service programme may kindly be implemented as far as possible.

Copy of the letter No. 1-54/56-*Edn.* III *dated the* 18/24 *July,* 1956 *from Deputy Secretary to the Government of India and Secretary, Indian Council of Agricultural Research Ministry of Food and Agriculture (I.C.A.R.), New Delhi to All part 'A', 'B', 'C' & 'D' States.*

SUBJECT :—*Recommendation of the Joint Indo-American Team—Extension work in the States—Organisational review.*

In continuation of this office letter No. 37(1)/55-Edn. II., dated the 6th December 1955, I am directed to say that the Government of India have since considered the recommendation of the Joint Indo-American Team (extracts enclosed) relating to the organisational aspects of Agricultural Extension Services. The chief recommendations are:—

(i) The N.E.S. Organisation should ensure that recommendations to farmers are based on the best available (and tested) findings of Research institutions. (R. 86).

(ii) All agricultural extension work in the States (N. E. S. & C. P. A. programmes) should be placed under a Joint Director of Agriculture (R. 89).

(iii) Liaison and contact between Research Stations and the Extension Services should be improved. At the Central level this should be done by the Chief of the Information Division of the Indian Council of Agricultural Research. In the States this should be done by Information Specialists to be attached to the Research Stations and Colleges (R. Nos. 87, 88, 90, 94 and 97).

(iv) Periodic meetings should be held between research staff, extension workers and agricultural advisory staff for bringing out specific problems requiring urgent Research study and attention, the extent of information already available and the lines on which further research should be undertaken (R. No. 92).

(v) Field day programmes should be held at the Central Research Institutes, State Colleges, experimental Stations and demonstration centres at appropriate times during the season (R. No. 93).

(vi) Publications for the transmission of practical information to cultivators should be issued by the Indian Council of Agricultural Research in consultation with the C. P. A. at the Centre and by Agriculture Departments in consultation with the N. E. S. staff in the States for distribution to the village level workers and cultivators in the project areas (R. Nos. 95 & 96).

(vii) Extension staff should not be entrusted with other duties such as enforcement of controls or regulatory measures, quarantine regulations, land clearing work etc. as this effects their working relationships with the cultivators (R. Nos. 100 & 101).

The recommendations calling for action by the Government of India are already being implemented. The recommendations relating to organisational measures in the States are based on successful practice in certain States and the State Governments are requested to implement them as far as possible.

It should be particularly noted that a proposal of the kind mentioned at item (ii) was discussed at the conference of the State Agricultural Ministers held at Mussoorie and it was agreed that the Director of Agriculture in each State should be made responsible for all the agricultural programmes in the C. P. and N.E.S. areas and that he should be given additional assistance in the shape of a Joint or Deputy Director. Implementation of this recommendation will be a large extent disclose of item (ii).

Particular emphasis has to be placed on implementing the recommendations referred to in sub-para (iii) above about liaison between the Research station and Agricultural Colleges on the one hand and Extension staff on the other for the speedy transmission of results of research. In many states there is dearth of staff dealing with

Agricultural Information and it may not be possible to implement immediately the proposal that an information specialist should be attached to each college and research station. However, schemes for starting Agricultural Information Units have been included in the Second Five Year Plan by most of the States and the Indian Council of Agricultural Research have already offered to subsidise the scheme partially for the first three years. It is therefore suggested that these Agricultural Information Units should be started immediately all the States and the responsibility for keeping closed liaison between the Research Stations and Extension staff entrusted to them to begin with and the proposal of the team implemented gradually. Pending the recruitment of Information Specialists the work may be co-ordinated by the Director of Agriculture or Veterinary as the case may be.

As regards item No. (vi) all the important journals, magazines, pamphlets and leaflets issued by the Indian Council of Agricultural Research are now being supplied to all the N. E. S. Blocks and Community Projects free of cost. Efforts are also being made to get the Council's publications issued in some of the important regional languages. These efforts should be supplemented by simple extension literature issued by the States in the local languages.

I am to request that the State Governments may kindly take action on these recommendations so far as they are concerned and keep the Government of India informed of the action taken in due course.

The Community Projects Administration has concurred in the views expressed above.

Extracts from the report of the Joint Indo-American team on Agricultural Research & Education.

R. No. 86.—It should be the responsibility of the National Extension Service organisation to see that recommendations to farmers are based upon the best current findings of the Central and State research institutions.

R. No. 87.—The responsibility of the Central Ministry of Food and Agriculture should be to provide adequate liaison between the I.C.A.R., as the technical arm of the Ministry, and the National Extension Service-Community Projects Administration. The Chief of Advisory and Information Service in the I. C. A. R. should be principal contact officer.

R. No. 88.—The office of the Chief of Advisory and Information Services in the I.C.A.R. should be provided with adequate technical or subject-matter specialist personnel to ensure effective liaison relations at the Central level.

R. No. 89.—The responsibility for extension service at the State level should be placed under a Joint Director of Agriculture. For extension activities he should have direct charge of the agricultural extension work through the N.E.S.—C.P.A. programmes.

R. No. 90.—The provision of technical advisory specialists as members of the staff of the colleges or research institutions would ensure the necessary liaison and contact with such subject-matter extension specialists as might be employed on the staff of the Joint Director of Extension.

R. No. 91.—In order to provide procedures whereby research workers can be continuously informed about the problems of cultivators that require practical solution, advisory committees under the I.C.A.R. or the Ministry of Food and Agriculture should be continued, with new advisory committees established as required to provide for such attention at the Central level.

R. No. 92.—To ensure adequate liaison between research staff and extension workers at the State level relative to practical research needs, meetings should be developed annually, or six monthly if necessary, at which time the senior research staff, agricultural advisory staff, and the subject-matter extension specialists can discuss the problems requiring research attention, the extent to which the existing knowledge can meet such needs and the desirability of intiating further research.

R. No. 93.—As a second important procedure in the States to ensure effective contact between research workers and the people on the land, field day programmes should be held at the Central Institute stations, State colleges or experiment stations, sub-stations, and demonstration plots at appropriate times during the season.

R. No. 94.—The Chief of Advisory and Information Services in the I.C.A.R. should furnish the necessary liaison at the Central level for those organisations interested in information for guidance of programmes of storage, marketing, or related agricultural fields. The technical officer specialists associated with colleges and research stations at the State level should provide ample contact in the States for transmitting such information.

R. No. 95.—The development of suitable publications for the transmission of practical information to cultivators and village level workers should be the responsibility of the I.C.A.R. at the Centre and the State departments of Agriculture and the College of Agriculture in the States.

R. No. 96.—The subject-matter and form of publications for transmission of practical information to cultivators should be determined cooperatively by the Chief of Advisory and Information Services of I.C.A.R. and the N.E.S. staff. Cost of purchase of copies of such publications for the village level workers should be borne by the N.E.S.

R. No. 97.—At the State level provision should be made for similar relationships between the appropriate officers or technical advisory specialists at the colleges and extension staff.

R. No. 100.—Various types of action or development programmes, such as quarantine or other restrictions, the administration of subsidy payments, land clearing, and related activities should not be confined with extension or research. Special steps should be taken to provide for staff to handle such activities to minimise interference with the normal duties of the research, education, and extension staff.

R. No. 101.—Extension workers should not be expected to apply for enforce control or regulatory measures since such activities affect the desirable working relations that should be maintained between cultivators and extension officers.

LETTER No. CPA/11(2)/56-PP, DATED 12TH/23RD AUGUST, 1956, FROM COMMUNICITY PROJECTS ADMINISTRATION NEW DELHI, TO THE DIRECTOR OF AGRICULTURE, WEST BENGAL, CALCUTTA, THE DEVELOPMENT COMMISSIONER, TRAVANCORE-COCHIN.

SUBJECT :—*Crop estimation surveys in Community Project, Community Development and National Extension Service areas.*

At the instance of this Administration, sampling surveys were carried out during the last two years by the National Sample Survey for estimating the yield rate of principal crops in the Community Project, Community Development and National Extension Service areas in the different States of the Union. The results of these surveys have been encouraging and it is proposed to continue them during the current year and also extend their scope to West Bengal/Travancore-Cochin which could not be covered earlier.

2. The Sample survey would be confined to a few selected blocks in the State and cover only the principal crops. Crop cutting experiments are proposed to be conducted in the blocks shown in the enclosure. The name(s) of crop(s) to be covered is (are) also indicated in the enclosure.

3. The experiments will be started in the ensuing *Aus and Aman* / *Kanni and Kumbham* / *Kharif* harvesting season(s). They will be carried out by the V.L.Ws in the sample blocks under the immediate supervision of the Extension staff at the block level. The co-operation of the members of the panchayat of the sample village or any responsible villagers will also be secured and some of them requested to be present during the marking and harvesting of the experimental plot and the weighing of the produce therefrom.

4. The technical instructions and the programme of work will be duly communicated by the Dte. of National Sample Survey. Each of the V.L.Ws in the selected blocks will have to be supplied with a set of the following items of equipment to enable them to carry out the experiments accurately according to instructions :—

(i) 4 Straight and strong bamboo pegs with an iron cone at one end; (ii) A measuring tape (50′)	For marking experimental plot.

(iii) Strings (75′)

(iv) A set of balances and standard weights upto half a chhattak (2½ tolas);

(v) Hessian cloth (6′x6′) for drying and threshing harvested produce.

(vi) Gunny bags for storing the produce.

The Block Officers of the concerned blocks, may, therefore kindly be authorised to purchase these items and supply them to the V.L.Ws.

5. As regards the finances required for the crop cutting experiments, the cost of the statistical staff stationed at the N.S.S. Directorate for the purpose and their D.A. and T.A. as also tabulation charges will be borne by the C.P.A. The cost of equipment detailed above and incidental charges on field work will be met by the State Governments out of Community Project and N. E. S. funds. This will include payment of compensation charges to cultivators of selected fields for arranging requisite labour for harvesting the experimental plot. Clear instructions as to the source for meeting the expenditure at the Block level the head of accounts, etc. may kindly be issued to the Block Officers concerned.

Enclosure

Crop Estimation Survey in Development areas, Kharif 1956-57.

West Bengal

List of sampl blocks.

Block	*District.*
Community Development Blocks.	
1. Mahammad	Birbhum
2. Ahmadpur	Birbhum
3. Guskara	Burdwan
4. Saktigar	Burdwan
5. Jhargram	Midnapur
6. Kandi	Murshidabad

National Extension Service Blocks.

1. Khanakul	Hooghly
2. Pursura	Hooghly
3. Ratna	Malda
4. Kharba	Malda
5. Kherjri	Midnapur
6. Burwan	Murshidabad
7. Beldanga	Murshidabad
8. Hemtabad	West Dinajpur
9. Bhagbanpore	Midnapur

Crops to be covered :—Aus and Aman Rice.

Estimation Survey in Development areas -1956-57.

Travancore Cochin

List of sample blocks

Block	*District.*
Community Development Blocks.	
1. Chalakudy	Trichur
2. Ankamali	Trichur
3. Nayyatinakara Kilwanakodi (Central Block)	Trivandrum
4. Kuttanad	Quilon
National Extension Service Blocks.	
1. Uzhavoor	Kottayam
2. Aryad	Quilon
3. Chittoor	Trichur
Crops to be covered	*Kanni and Kumbham Rice.*

Letter No. CPA/1(2)/56-PP, dated 12th/24th August, 1956, from The Community Projects Administration New Delhi, to The Development Commissioners/Directors of Community Projects, All States excluding West Bengal, Bombay, Travancore-Cochin, Jammu & Kashmir, Kutch, Manipur and Tripura.

I am directed to say that it is proposed to continue the sample surveys for the estimation of yield of principal crops in the C.P./C.D. and N.E.S. blocks during the ensuing Kharif and Rabi seasons. The survey will be conducted in about 300 blocks spread over the country, out of which about 250 will be chosen from blocks which commenced functioning or were allotted in the year 1954-55 or earlier. The remaining 50 blocks will be selected from those which came into existence in 1955-56.

The selection of blocks in the different States will be done at the Directorate of National Sample Survey which will also, as before, provide necessary technical instructions and schedules. The list of sample blocks and the programme of work will be communicated to you in due course by that Directorate.

2. About 15,000 experiments are proposed to be carried out on the principal Kharif crops, the detailed plans for which will be finalised by the N.S.S. Directorate. As before, the primary field work will be carried out by the Gram Sevaks under the immediate supervision of the Block Officers. Incidental charges such as labour and compensation charges to the cultivators of the selected fields for arranging harvesting labour will be met by the State Governments out of Community Projects and N.E.S. funds.

3. It is also proposed to pay an honorarium of Rs. 2/- per village to the patwaris/lekhpals/karnams/karamcharis/talatis of the villages where crop estimation survey experiments are conducted, in order to secure their assistance in the selection and location of survey numbers for the experiments. This expenditure will also be met by the State Governments out of the above funds.

4. It has been reported by the supervisory staff of the N.S.S. Directorate that during the survey carried out in the last two seasons, adequate supervision was not undertaken by the supervisory officers in the blocks. In order to maintain a high quality of work, it is essential that the Block Officers pay personal attention to the crop estimation survey. As this Administration attaches great importance to this survey, I am to request that the Block Officers may be instructed suitably in this regard.

5. Another major difficulty observed by the N. S. S. Directorate was that, in many States the V.L.Ws in the sample blocks were not supplied with the essential items of experimental equipment consisting of measuring tape, balances and weights, pegs, etc. This resulted in inaccurate conduct of the experiments in a number of cases. For the survey to be successful, it is imperative that the equipment is provided to the field staff and it should also be ensured that the same is used by them. Necessary instructions need, therefore, to be issued to the Blocks (particularly those which will be sampled for the first time) for arranging the purchase and distribution of all items of equipment well in advance of commencement of harvesting.

6. The difficulty has been expressed by some block officers about the non-availability of items like tapes, balances and weights in sufficient number in the nearest market. In such cases, it is suggested that necessary arrangements for the purchase of equipment be made at the respective district or State headquarters themselves.

7. It was further observed in the surveys carried out in the last two seasons that while the selection of fields for the survey was done by the V.L.Ws. in almost all the villages selected for the survey, the subsequent operations of harvesting, threshing and reporting the yield were not completed in a number of cases. Steps should be taken to obviate such loss of experiments to the extent possible. It has been reported that this loss was mostly due to the preoccupation of the V.L.Ws. with other items of work. As a V.L.W. will be required to attend to only six experiments per season at the maximum, it should not be very difficult for him, with proper planning, to find the necessary time. It would be desirable to instruct the Block Officers as well as the district authorities that the V.L.Ws. should be asked to give priority to this work at the harvesting period.

8. While considering the results of the past surveys, the Fifth Annual Conference of the Development Commissioners held at Naini Tal recently, recommended that the actual marking of experimental plot, harvesting the produce within it and recording its weight should be witnessed by either a member of the village panchayat, where one exists, or a group of responsible villagers. It is, therefore, suggested that the Block Officers may kindly be directed to arrange for such collaboration of the village panchayats and others to the extent possible in connection with the crop estimation survey.

LETTER No. CPA/5(65)56-PRG. DATED THE 27TH SEPTEMBER, 1956. FROM MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Second Five Year Plan—Animal Husbandry Programme.*

As you are aware, the development of Animal Husbandry in the C.P./N.E.S. areas during the Second Five Year Plan will be the responsibility of respective State Departments of Animal Husbandary/ Agriculture in accordance with the approved plans. The Ministry of Food and Agriculture, Government of India, have accordingly introduced the following schemes for implementation during the Second Plan period by the State Governments :—

(i) Poultry Development Scheme Ministry of Food & Agriculture letter No. F. 14/56-LS dated the 19th June, 1956.

(ii) All India Key Village Scheme Ministry of Food & Agriculture letter No. F. 17-23/55-L.S. dated the 29th June, 1956.

(iii) Gaushala Development Scheme-Ministry of Food & Agriculture letter No. F. 30-4/55-L.S. dated the 28th June, 1956.

(iv) Gosadan Scheme-Ministry of Food & Agriculture letter No. F. 18-6/55-L. S. dated the 27th June, 1956.

(v) Dairy Development Projects-Ministry of Food & Agriculture letter No. F. 3-102/55-L.S. dated the 20th June, 1956.

(iv) State & District Cattle Show Scheme-Ministry of Food & Agriculture letter No. F. 30-3/55-L. S. dated the 10th/16th May, 1956.

2. A copy of each of the letter referred to at (i) to (vi) above is *enclosed. In order to ensure proper co-ordination, it is requested that a programme in consultation with the State Directors of Animal Husbandry/Agriculture may kindly be drawn up to phase the various activities under the above plans so as to keep pace with the phasing of the Community Development blocks during the Second Five Year Plan, including those already in existence under the First Five Year Plan. It is hoped it would be possible to ensure the implementation of the above schemes, as far as possible, in the Community Development blocks (old and New).

3. The All India Key Village Scheme envisages during the plan period;

(i) the establishment of 175 key village centres with 6 key villages attached to each of the centres and

(ii) the extension of 104 existing key village centres by 2 additional key villages each so as to bring them in line with the centres established in the Second Plan.

This would mean establishment of 1258 key villages. In order that maximum benefits may accure from this important scheme of cattle development, it is necessary that for establishing these key village centres only such Community Development Blocks are selected which come under recognised cattle breeding tracts in the country. This would ensure the production of maximum number of suitable stud bulls which can be utilised in the other C. D. blocks, whose cattle wealth does not conform to any recognised breed types.

4. Please acknowledge receipt.

LETTER NO. MCD/5(83)/2/56-PRG. DATED 26TH OCTOBER, 1956. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Co-ordination of development schemes in the Agricultural sector with Agricultural Research and Education Institutions.*

In continuation of this Ministry's letter No. CPA/5(83)/2/56-Prg. dated the 10th August, 1956 I enclose a copy of the Ministry of Food & Agriculture letter No. F. 1-37/56-Edn. III dated the 18th July, 1956

*Not printed.

and 4-15/56-Edn. III dated the 4th October, 1956 on the above subject with the request that the suggestions contained therein may kindly be implemented in the CD/NES areas, if feasible.

It is requested that action taken by the State Government may please be intimated to I.C.A.R. direct under advice to this Ministry.

Copy of letter No. F. 2-37/56-Edn. III dated the 18th July, 1956 from the Government of India, Ministry of Food and Agriculture (I.C.A.R.), New Delhi, To all State Governments.

SUBJECT :—*Recommendations of the Joint Indo-American Team on Agricultural Research and Education—Implementation of recommendations relating to Veterinary and Animal Husbandry Education.*

In continuation of this office letter No. F. 37(1)/55-Edn. II dated the 6th December, 1955, I am directed to say that the Government of India have since considered the recommendations of the Joint Indo-American Team (Extracts enclosed) relating to Veterinary and Animal Husbandry Education in India. The chief recommendations of the Team are :—

(i) Establishment of a post-graduate college of Veterinary Science at the Indian Veterinary Research Institute. A portion of the trainees of this college should be specifically trained for teaching in the State Colleges of Veterinary Science. (Recommendation Nos. 38, 39 and 40).

(ii) Grant of Central assistance to the State Governments for Development of four State veterinary colleges into strong centres of post-graduate teaching on a regional basis. This will be without prejudice to the development of more colleges for post-graduate education by State Governments who desire to do so. (Recommendation Nos. 57, 74 and 75).

(iii) All veterinary colleges giving post-graduate degrees should have suitable laboratory and other facilities. No college should undertake post-graduate training or significant research without copies of all important scientific and professional journals, and adequate library facilities along with a trained librarian. Adequate finances for the laboratory and Research equipment and buildings should be provided by the State Government (Recommendation Nos. 56 and 62).

(iv) No veterinary college should undertake post-graduate instruction unless the members of faculty engaged in such institution are themselves carrying on significant research. (Recommendation No. 45).

(v) The principals of the colleges should be selected with due regard to their qualifications both in teaching and research. Wherever practicable they should also be Joint Directors of Research and should have greater authority and freedom of action in the internal administration of the colleges. (Recommendation Nos. 45, 46 & 47).

(vi) When new colleges of Agriculture or of Veterinary Science and Animal Husbandry are established they should be placed adjacent to each other or be located on a teaching campus. (Recommendation No. 58).

(vii) Greater emphasis should be laid on the teaching of Animal Husbandry subjects in Veterinary colleges. (Recommendation No. 60).

(viii) The number of students in colleges should be reduced after the present emergency training schemes are over so as to be consistent with the strength of the teaching staff. In the meantime Faculty personnel of each college should be augmented keeping in view a desirable target of 15 to 20 students for each Faculty-member. After this reduction in teaching load, Faculty members should be given responsibility for significant research in their special subjects. (Recommendation Nos. 49, 54, 55).

(ix) The colleges of Animal Husbandry and Veterinary Science should assume responsibility on a continuing basis for the training of extension workers. (Recommendation No. 85).

(x) The following steps should be taken for raising the standard of teaching imparted in the Veterinary Colleges :—

(a) A certain number of teaching staff of Veterinary Science and Animal Husbandry colleges should be sent abroad annually for post-graduate training [Recommendation No. 48(i)].

(b) Research opportunities for teaching staff should be introduced within the colleges. [Recommendation No. 48(ii).]

(c) Special refresher courses should be arranged for the benefit of Veterinary teachers during the summer vacation. [Recommendation No. 48(iii).]

(xi) The curriculum, syllabus and examination system in Veterinary Colleges should be scrutinised and revised, where necessary in consultation with the Indian Council of Agricultural Education. (Recommendation Nos. 50 to 53, 68, 69, 71 and 72).

(xii) The Indian Council of Agricultural Education should consider immediately the problem of recognition of Veterinary college teachers as University Professors. (Recommendation No. 76).

(xiii) A National Council of Veterinary Science should be established to enable the Veterinarians to discuss professional problems. District and State Veterinary Associations, which should have representations on the National Council, should also be organised. (Recommendation No. 61).

All these recommendations have been accepted in principle by the Government of India for implementation subject to the availability of resources in the Second Five Year Plan. Action has already been initiated to establish post-graduate courses in veterinary subjects at the Indian Veterinary Research Institute [item No. (i)]. Detailed proposals for grant of financial assistance to the state Governments for starting post-graduate training in the State Veterinary Colleges on a regional basis are being worked out and a separate communication will be addressed to the State Governments in this connection very shortly.

As regards item No. (x) facilities are already available under the Colombo Plan and other Technical Assistance schemes for sending teaching staff of Veterinary colleges abroad for specialised studies. It is suggested that the State Government should take the maximum advantage of these facilities for training of Veterinary personnel abroad. The Government of India are also making arrangements for short refresher courses in certain selected subjects for benefit of the veterinary teachers. During the summer vacation of 1957, it is proposed to hold refresher courses of about two months duration in Anatomy and Surgery at the Bengal Veterinary College and in Bacteriology at Indian Veterinary Research Institute under the directions of eminent Indian and foreign scientists. Similar courses in certain other subjects will be held in subsequent years. The State Governments are requested to take full advantage of these courses by sending as many teachers as possible.

The recommendation made under item Nos. (xi) and (xii) regarding revision of curricula, syllabi etc. are being referred to the Indian Council of Agricultural Education and the decision taken in the matter will be communicated to the State Governments in due course. As regards item No. (xiii) a provisional National Veterinary Council has already been set up by the Government of India. It is recommended that the State Government may organise District and State Veterinary Associations so that the veterinarians in the State should have an opportunity of meeting on common professional ground for exchanging scientific information and discussing professional problems.

All the remaining recommendations require action by the State Government. I am to request that the State Government may give very careful consideration to these recommendations and implement them to the maximum extent possible. The Government of India would be glad to be informed, in due course, of the action taken by the State Government on each recommendation.

Enclosure

Extracts from the report on the Joint Indo-American team on Agricultural Research and Education.

Recommendation No. 38.

The Team also recommends the establishment of a post-graduate college at the Indian Veterinary Research Institute, Izatnagar, offering post-graduate training leading to M.Sc., Ph.D. and D.Sc. degrees, and that a portion of the students admitted to the college be specifically trained for entering the educational field in the colleges of veterinary science and animal husbandry in the several States upon completion of the course of study. This, in the opinion of the Team should have a great influence in raising the standards of teachers and of education in the State colleges of veterinary science and animal husbandry.

Recommendation No. 39.

The establishment of this academic college for post-graduate training at the I.V.R.I. should be done with very deliberate and careful planning from all aspects, including administration, staffing academic and research instruction, financing and co-ordination with the existing facilities and personnel at the Indian Veterinary Research Institute.

Recommendation No. 40.

It is suggested that when such post-graduate colleges are set up certain personnel of the I.A.R.I. and the I.V.R.I. should be joint staff members with these teaching institutions.

Recommendation No. 45.

No agricultural college should undertake post-graduate instruction unless the members of the faculty engaged in such institution are themselves carrying on significant research. The Principal of such colleges should be chosen with due regard to their qualifications both in teaching and research. When practicable, these Principals should also be appointed as Joint Directors of Research.

Recommendation No. 46.

While there could be no objection to the Agricultural and Veterinary Institutions being subjected to close supervision by the Directors of Agriculture of Veterinary Services, we would like to see the

Principals given more freedom of action in the internal administration of the colleges.

Recommendation No. 47.

More particularly, the Principal of a college should be regarded as the authority having the fullest responsibility over the internal administration relating to teaching.

Recommendation No. 48.

In order that veterinary and animal husbandry education may be improved and the profession attain a higher degree of efficiency in India, the Team recommends the following :

The colleges possessing teaching faculties that are not up to the standard from an academic view point should make every effort to upgrade those faculties through :

(i) providing opportunity for advanced or post-graduate training to as many of its members as possible each year by sending them abroad or to the Indian Veterinary Research Institute. On the basis of the present teaching staff in the 14 colleges of veterinary science and animal husbandry in India it appears that about 10 per cent could be selected annually for post-graduate training without unduly up-setting the teaching programme;

(ii) introducing within the college research opportunities for the teaching staff which will tend to develop them through self-study and endeavour;

(iii) providing special training conferences for teaching staff members in the various areas at selected institutions during the summer vacation period. For example, a college of veterinary science and animal husbandry having an especially strong department of Physiology should be selected to conduct an intesive three or four weeks training course which staff members in the departments of Physiology at other colleges would be invited to attend. The specialists conducting these courses might well be chosen from amongst Indian Veterinary educationists and/or specialists in the field from other countries. It would be reasonable to assume that several such specialised teaching conferences for lecture and laboratory demonstration could be held each year in the several disciplines, such as Anatomy, Physiology, Pharmacy and Materia Medica, Bacteriology and Pathology, Surgery, Genetics, Nutrition, Medicine and so forth. It should also be reasonable to expect that the State or Central Government provide the needed funds for such conferences and would compensate teachers selected for organising the conferences.

Recommendation No. 49.

Until the present emergency is over (India's great need for veterinarians in its expanded agricultural programme), the Faculty personnel of each college should be augmented on the order of one Faculty member to 15 or 20 students—this, the Team recognises, will be very difficult because of lack of trained personnel in the country.

Recommendation No. 50.

The curricula of the veterinary colleges should be overhauled by a Committee of highly qualified veterinary educationists, such as the sub-Committee of the Indian Council of Agricultural Education. This Committee should prepare and recommend the minimum essentials of a well balanced curriculum, and this educational requirement which, after approval of the Veterinary Council, should be adopted and put into practice by the several State Colleges of Veterinary Science and Animal Husbandry.

Recommendation No. 51.

The Team does not wish this recommendation to be misconstrued as favouring complete standardisation of curricula, because it recognises that the curricula and syllabi should not be firmly fixed but should remain as flexible as possible to meet the needs of different geographical areas. The course of study, however, should provide for minimum requirements of training in all fields in order to prepare the students to take responsible positions in India's agricultural expansion programme.

Recommendation No. 52.

The syllabi, the text books used and the present teaching methods should be carefully studied and altered, where advisable, by the Committee indicated above, to recognise the rapidly expanding knowledge in the various fields of veterinary science and animal husbandry.

Recommendation No. 53.

The present University examination system should be overhauled drastically. In any event, teachers should be held responsible for periodic examination of their students and the college examination marks should be used, at least in part, in determining the fitness of the students to receive a degree.

Recommendation No. 54.

The teaching 'load' of the Faculty should be reduced and its members charged with carrying forward some significant research in their respective fields, such as bacteriology and pathology, animal physiology and genetics, and animal nutrition. This would accomplish a two-fold purpose :

(a) It would contribute greatly to rounding off a teacher's education and improving the quality of his teaching. It would create the environment needed for post-graduate training at the University level;

(b) Research discoveries that are bound to come from such activities would aid materially the solution of the many livestock and poultry problems of India, particularly on a regional environmental basis.

Recommendation No. 55.

The present large number of students in the Colleges of Veterinary Science and Animal Husbandry should be reduced as soon as the emergency is over to a number that would be consistent with the ability of the college to provide high quality and adequate professional training. This will materially assist in elevating the standards of education and provide continuing supply of well trained veterinarians to India.

Recommendation No. 56.

The State Government should provide adequate finances to meet the college's needs, programmes, buildings, faculty, class-rooms, laboratory and research equipment.

Recommendation No. 57.

The Team recommends that the Government of India give financial assistance to a few colleges of veterinary science and animal husbandry on a regional basis that would immediately enable these colleges of specific regions to establish post-graduate training in the several appropriate fields leading to the degrees of M.Sc. and Ph.D. and to staff and equip research laboratories for the investigation of animal and poultry diseases, and animal and poultry nutrition, genetics and breeding. The Principals of colleges giving post-graduate training should be selected with due regard to their background of experience in both teaching and research. When a veterinary Research Institute is established as part of or adjacent to a Veterinary College, the Principal of the college should also be the head of the Institute, preferably with the title of Joint Director. The research resources of the institute should be available to the post-graduate students. The State receiving such Central assistance would be expected to accept students from the other States within the region and to conduct research on problems pertaining to the region. In implementing this recommendation the Government of India should appoint a Committee of veterinary specialists to determine the number of additional staff needed at the institutions and the additional facilities needed in the way of buildings, equipment, etc. Since an academic post-graduate college

has been planned for the Indian Veterinary Research Institute, this college could well serve as one of the regional post-graduate and research institutions.

Recommendation No. 58.

When new Colleges of Agriculture or of Veterinary Science and Animal Husbandry are to be established and when old colleges of either category are to be relocated, they should be placed adjacent to each other on the same compus or be located on a teaching University compus. This arrangement would mutually benefit the students of both colleges by providing joint use of facilities and staff.

Recommendation No. 60.

Greater emphasis should be placed upon the teaching of animal husbandry in both the Colleges of Veterinary Science and the Colleges of Agriculture. This subject has too long been neglected by the colleges and a rapid development of greater knowledge in animal nutrition, animal genetics and breeding is of imperative importance to the economy of the livestock industry in the nation.

Recommendation No. 61.

Veterinary science graduates who are largely public servants should be provided with some opportunity of meeting on common professional grounds, at least once a year, for the purpose of exchanging scientific information and discussing professional problems. This could be accomplished by activating the National Council of Veterinary Science and by organising District and State Veterinary Association with representation on the Council.

Recommendation No. 62.

The library facilities in many of the Veterinary Colleges are far from adequate and satisfactory and should be improved. This is equally true of many of the Agricultural Colleges. No College should undertake post-graduate training or significant research without copies of all important and pertinent scientific and professional journals issued in the last 10 years, the several bibliographical aids, a well kept catalogue, the standard abstracting journals, and a trained Librarian interested in helping students and staff to secure needed microfilms or photostats of articles not available in the Library.

Recommendation No. 66.

Appropriate measures should be taken to provide representation for the recently established National Veterinary Council on the Indian Council of Agricultural Education as both the bodies should have a voice in matters relating to veterinary education.

Recommendation No. 68.

The Team recognises the importance of the recommendation of the University Education Commission that the system of University examinations requires rethinking and re-orientation. Such study for agriculturally related higher education should be undertaken by the Indian Council of Agricultural Education, and suitable recommendations developed.

Recommendation No. 69.

The Team endorses the view of the University Education Commission that a determination of a student's final standing should be based not only upon the final examination but likewise upon the quality and character of his work in the College. The Team accordingly urges that the teacher should evaluate the quality of the work of the student at least upon the completion of each course and that for the purpose of the final assessment certain credit may be given to the work done by the student during the college year.

Recommendation No. 71.

In the teaching institutions greatest care should be taken to ensure that the syllabus does not tend to become static, but keeps pace with the advance of science and the progress of pertinent research. The successful teacher is one who sees beyond the mere outlines of the syllabus and covers current findings of research which may be even more significant to the student and his immediate future than the subjects formally included in the syllabus.

Recommendation No. 72.

There is some divergence in the requirements of degrees from agricultural and veterinary colleges due to differences in the curricula as approved by several autonomous Universities. There is need for greater standardisation of curricula and of procedures for the raising of educational standards of these colleges without 'over-standardisation' and it is recommended that this be done through the Indian Council of Agricultural Education.

Recommendation No. 74.

The Team feels that the time is opportune for developing on a regional basis, with Central assistance, at least five Agricultural Colleges and Institutes and five Veterinary Colleges and Institutes into strong centres of post-graduate teaching. Subject to certain conditions, it is recommended that the following institutions may be approved for such treatment :

Agriculture.

(1) I.A.R.I., New Delhi.

(2) Ludhiana College, Punjab.

(3) Agricultural College at Haringhatta, West Bengal.

(4) Anand Agricultural Institute (or Poona Agricultural College), Bombay State.

(5) Coimbatore Agricultural College, Madras State.

Veterinary.

(1) I.V.R.I., Izatnagar.

(2) Veterinary College, Madras.

(3) Veterinary College, West Bengal or Bihar.

(4) Veterinary College, Bombay or Hyderabad, and

(5) Veterinary College, Jubbalpore.

Recommendation No. 75.

The Team would like to place on record that the recommendation for regional post-graudate institutions should not be regarded as prejudicial to the development of other colleges as post-graduate centres.

Recommendation No. 76.

It is recommended that the Indian Council of Agriculturl Education consider immediately the problem of recognition of agricultural and veterinary college teachers as University professors competent to conduct post-graduates training with a view to possible raising of the standards, but with a more realistic approach to personal qualifications and degree requirements.

Recommendation No. 85.

The Colleges of Agriculture, Veterinary Science and Animal Husbandry and Home Science should assume the responsibility, on a continuing basis, for the training of extension workers, after the present emergency *ad hoc* training programme is no longer required.

ENCLOSURE II

Copy of letter No. 4-15/56-*Edn. III dated the* 4*th October,* 1956 *from the Government of India, Ministry of Food & Agriculture (I.C.A.R.), New Delhi to All State Governments (Part A, B, C & D States).*

SUBJECT :—*Co-ordination of development schemes in the Agricultural sector with Agricultural Research and Education Institutions.*

I am directed to say that the Government of India have recently been considering steps to remove a general criticism that Research and Educational Institutions in this Country are not in sufficiently close touch with the needs of the cultivators in the rural areas. Several recommendations made by the Joint Indo-American Team on Agricultural

Research and Education for better co-ordination of work between the Educational Institutions in Agricultural and Animal Husbandry sciences and the extension workers in the N.E.S. Blocks and Community Projects have already been commended to the State Government for implementation *vide* this office letter No. 1-54/56-Edn. III dated the 18th July, 1956.

One N.E.S. Block (or in certain areas a group of villages) is associated now with almost every Agricultural College and certain Animal Husbandry Colleges in the country and this serves the dual purpose of giving the students a better idea of the practical needs of the Indian Agriculturists and giving the farmers the advantage of the research work being done in the Colleges. To further improve this process of association between the Colleges and the development work, it has been suggested that one centre of each development scheme being implemented under the Second Five Year Plan, such as Poultry Development, Seed Multiplication, Soil Conservation, Livestock Development etc. should be located in the N.E.S. Blocks which has been attached to the Agricultural/Animal Husbandry Colleges and that the staff and students of these colleges should take a certain amount of responsibility for the successful implementation of such schemes in that particular Block. This will help in more efficient implementation of the Project and at the same time give the staff and students of the Colleges a better understanding of the needs of the farmers in the area and the lines on which further research work will be needed in that particular area.

It is recognised that this arrangement may not be feasible in all cases, but wherever possible an attempt should be made to draw up such a programme. I am to request that the State Government may consider urgently the possibility of implementing this proposal, if necessary, on a pilot basis to begin with. I am to request that the action taken by the State Governments may be intimated to the Government of India in due course.

This letter is being issued with the concurrence of the Planning Commission.

Letter No. MCD/1(19)/P/56, dated 1st November, 1956, From the Government of India, Ministry of Community Development, Community Projects Administration, New Delhi, to The Development Commissioners (All State Governments).

Subject :—*Community Development and N.E.S. Programme—Agricultural Production during the Second Five Year Plan.*

Please refer to Planning Commission's letter No. PC(IV)/14(II)/56 dated June, 5, 1956 (*copy enclosed), wherein certain suggestions have been made to achieve higher agricultural production for meeting

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*Not printed.

the domestic demand, eliminating imports and providing adequate safeguards against the possibility of inflation arising from the implementation of the Second Five Year Plan. Para 5(a) thereof deals with the role which the National Extension Service and Community Development Programme has to play in this direction. It is requested that the State Governments may kindly ensure that the various that the State Governments may kindly ensure that the various suggestions made therein are adopted and every effort made to achieve the object in view. As regards the non-diversion of funds provided for 'Agriculture' in the schematic budgets of a Community Development Block to other heads of expenditure referred in para 5a (iii) of aforesaid letter, this Ministry has accepted the suggestion, and would accordingly recommended that the funds provided for 'Agriculture and Animal Husbandry' and 'Irrigation and Reclamation' in the block budgets should not be diverted to other heads of the programme.

2. In this connection you have no doubt taken full note of the recent discussions held by the Planning Commission with the State Governments' representatives regarding increased agricultural production. The substance of the observations made by Deputy Chairman at these meetings are contained in the note, a copy of which is attached. Your particular attention is invited to his observation regarding N.E.S. being used as an agency for reaching every village and every family to mobilise local resources and enthusiasm for increased production and improvement of living standards.

3. Your attention is also invited to paragraphs 56, and 78-83 of Chapter XVII of the Second Five Year Plan wherein the Planning Commission have dealt with the role which the personnel of the National Extension Service and Community Development Blocks should play in the implementation of the Irrigation and Power Programmes. The object is that Project/Block personnel should in co-operation with the village people and the technical officers of the departments concerned so plan the programme that maximum returns from investment at each stage are obtained. For this purpose an important factor which should be carefully borne in mind and which has also been emphasised in para 5(c) (iii) of the Planning Commission's letter referred to above is that there should be no time-lag between the availability of benefits and their utilisation. For example, it is absolutely essential that irrigation from reservoirs should be fully utilised as soon as water is stored in them. This means firstly, that canal system including field channels should be completed at the same time as the reservoir and secondly that agriculturists should have their lands ready for wet cultivation when the water becomes available. The same considerations apply to power projects also. In this the project staff has an important role to play in as much as they can prepare the people for using water and electricity and assist them in its scientific use so that maximum increase in production can be realised.

Enclosure

Note containing the substance of observations made by Deputy Chairman

I should like to explain the background and purpose of the present discussion with State Governments.

2. The programme of industrialisation with special emphasis on heavy industries embodied in the Second Five Year Plan is bound to lead to a demand for largely increased agricultural production. This demand has already arisen and, as internal production is not adequate to meet it, price levels have increased. To meet the current situation arrangements have been made for imports of agricultural surpluses from the U.S.A. This is, speaking broadly, a three-year programme. It is obvious that such imports cannot be continued. For implementing the Second Five Year Plan, the country should raise its agricultural production within the next two to three years to a level at which it can :

(1) make up the present shortage;

(2) meet not only the demands of the growing population but also of the additional demands generated by the large development expenditures that will be incurred in the coming years; and

(3) in addition, provide a surplus for export.

In February 1955, the Planning Commission placed before States the goal of doubling agricultural production within the next ten years. It is only a programme of this magnitude that will meet the requirements of the second and third plans. For the Second Plan period, the target to be aimed at should be a forty per cent increase. Apart from other considerations, this order of increase is necessary to raise agricultural incomes and reduce the gap between these and non-agricultural incomes. It must also be mentioned that there can hardly be any increase in the provision for agriculture as there is a large gap in the resources needed for the Plan even with its present size. But readjustments can be made under different items in the provision for agriculture and allied heads, and short-term credit will be made available over and above what is contemplated in the Plan.

3. Coming to the measures needed for achieving the end in view, I would first refer to programmes for the areas under paddy and wheat. In India, there are about 100 to 110 million acres under these crops—about 75 million acres under paddy and the rest under wheat. These have secure irrigation facilities or adequate rainfall. Also, in respect of these crops, the Agriculture Departments have evolved approved varieties of seeds. In the next two to five years—the length of time varying

according to local conditions in regions—there should be carefully worked out programmes for (i) covering every acre of this area with improved seed *and* (ii) ensuring that, along with this, every acre of land is supplied with fertilizers and organic manures and green manures. In other words, the best results should be achieved by the use of improved seeds *and* fertilizers and organic and green manures over the entire area and the adoption of the best cultivation techniques. It should be emphasised that the seed, fertilizer and organic manure programmes are not separate programmes. All of them should be used in the right proportions on every acre of land. Among cultivation techniques prominent mention should be made of the Japanese method of cultivating paddy. This method should be extended to every area for which it is suitable.

4. On the technical side this programme means carefully planned arrangements for (i) seeds farms for raising nuclear seeds and (ii) multiplication of seeds through registered growers bearing in mind the requirements of the *entire* area to be covered under each seed farm. Provision has been made in the State plans for new seed farms. The opening of the requisite number of farms for the needs for the paddy and wheat areas should receive first priority; also the seed stores needed. For obtaining lands for these farms, efforts should be made wherever possible (i) to obtain for them lands in excess of ceilings prescribed under land reform laws, (ii) to lease out lands where land values are high, and (iii) to enlist the co-operation of efficient cultivators with compact holdings.

5. It would not be possible to import fertilizers on any appreciable scale in the next two to three years as foreign exchange is short. Experiments have shown that chemical fertilizers yield good results *only* if they are used along with organic and green manures. Steps should therefore be taken to organise (i) production of compost—urban and rural—on the largest scale possible and (ii) production of seeds etc., for green manuring of fields. The aim should be to see that supplies are available to enable use of these in *all* fields. As regards green manures, special measures are needed for individual areas in each State. These should be carefully worked out. This programme is very important, as comparatively little has been done towards it hitherto. By the end of the Second Five Year Plan, the production of chemical fertilizers will increase to about 2 million tons and the programme of organic and green manures will have to be expanded many times to provide the supplies needed to balance this increased output of chemical fertilizers apart from the fact that the use of organic and green manures by themselves will add considerably to production.

6. On the administrative side, the N.E.S. and Community Projects constitute the most suitable agency through which to reach every village and every family and to mobilise local resources and enthusiasm for

increasing production and raising living standards. In opening N.E.S. and C.P. Blocks, preference should be given in the early years of the Plan to the paddy and wheat areas in which intensive work is to be taken up. In every village, there should be a village panchayat and a multipurpose co-operative society which would see that (i) every family has an *integrated* plan for the use of approved seeds, fertilizers and organic and green manures on its holding; and (ii) every family is assisted with short-term credit, in money or kind, for this plan. This 'family' approach is essential from the point of view of social justice and of raising the level of living of the 'under-privileged'. Unless the benefits of the extension movement accrue to all sections of the community within the shortest possible time its entire purpose will be defeated. The panchayat and co-operative society should see that the credit is used for the purpose for which it is given and that repayment is made in time—immediately after harvest. In this way—by programmes for increasing production—every family should be made fit to be represented on the co-operative society in its own right—*i.e.*. should be made creditworthy. These village institutions should be brought into existence as quickly as possible; in the meantime, credit and supplies might be organised through other agencies—*e.g.* village level workers and *ad hoc* village councils.

In addition to organisation at the village level through which alone individual families can be reached, there is need also for adequate organisation for groups of villages. Thus, for every group of, say, 20 villages or so, there should be a co-operative union which would maintain a seed store, make fertilisers and agricultural accessories available and organise ware-housing and godown facilities for the marketing of agricultural produce. Through such arrangements credit should be linked effectively both to production and to marketing.

7. So far, I have dealt with paddy and wheat. Millets are also important. In fact, in the economy of some States, millets occupy a predominant position. Jowar is cultivated in over 45 million acres and bajra in over 27 million acres. In jowar, improved strains have been evolved. The multiplication of seeds should be organised and their use spread through N.E.S. and C.P. Blocks in the manner already described. In the N.E.S. and C.P. Blocks in paddy and wheat areas, there will always be other crops and these should also receive attention.

The programme for increased production of cotton is being dealt with separately. The programmes for sugar cane, groundnut and other crops should also be stepped up.

8. There is also another important point which I would like to mention. In the Second Five Year Plan, there is a large provision for contour-bunding and allied programmes. In these, the N.E.S. and

C.P. agencies should assist by enlisting local participation on the largest scale, so that, with the financial provision that exists, the maximum areas may be covered. These measures constitute the best means of increasing production in dry areas.

9. I notice that in some States the minor irrigation programme is regarded as one to be carried out by the State and little or no effort is made to secure local contributions in the shape of money or labour for such works. I hope that in every case—whether in N.E.S. and C.P. areas or outside them—local contributions would be secured for such works.

10. It should be made clear that while this two or three year programme is implemented, the other programmes in the N.E.S. and C.P. areas should not be lost sight of—especially consolidation of holdings, etc.

11. I recommend that in the land reform legislation of States, there should be provision for enforcing minimum standards of cultivation. Though the policy should be invariably to secure such standards by voluntary measures through the N.E.S. and C.P. agency, such a legal provision would be useful.

LETTER NO. MCD/35(9)/1/56-PRG. DATED THE 8TH NOVEMBER, 1956, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT, (COMMUNITY PROJECTS ADMINISTRATION) NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT :—*Scheme for developing local manurial resources.*

A copy each of the summary record of the proceedings of the meetings held in the Planning Commission on the 15th and 22nd October, 1956 to discuss the proposal of the Ministry of Agriculture for developing local manurial resources is enclosed. The Ministry of Agriculture have, in consultation with this Ministry, drawn an outline of a scheme for the training of *Compost Assistants as well as of selected villagers* which will be communicated by that Ministry in due course. The scheme is, however, likely to involve training of about 1,200 VLW's and 1,20,000 village leaders.

As the implementation of the scheme may take sometime, it is requested that in the meantime arrangements may be made to select suitable village level workers for promotion to the post of Compost Assistant at the rate of *one compost assistant per block*. In selecting VLW's for the promotion due consideration should be given to the merit of the individual and their experience for having done good agricultural work in the block.

ENCLOSURE 1.

Summary record of the discussions held on 15-10-1956 regarding the schemes for exploiting local manurial resources

PRESENT :

Ministry of Food & Agriculture.

1. Shri P. N. Thapar, I. C. S., Secretary.
2. Shri R. L. Mehta, I. A. S., Joint Secretary.
3. Dr. B. N. Uppal, Agricultural Commissioner.
4. Shri K. C. Chetty, Deputy Secretary.
5. Dr. R. P. Talati, C. S. D. O.
6. Shri R. C. Sethi, Under Secretary.

Planning Commission.

1. Shri Tarlok Singh, I. C. S., Joint Secretary.
2. Dr. T. S. Gill, Senior Research Officer.

Ministry of Community Development.

1. Dr. J. S. Patel, Agricultural Adviser.

After some general discussion, the individual schemes were taken up for consideration.

(1) *Compost Production Scheme in the Villages.*

The necessity of extending this work to a larger number of blocks was discussed. With regard to the difficulty of getting the required number of trained personnel for this work, several suggestions were made and considered. It was ultimately decided that it would be best to select the outstanding among the village level workers in each block and after some short training they should be put in charge of the work relating to compost, green manuring and night soil schemes, one in each block. They should be designated as Organic Manure Assistant, instead of Inspectors. Instead introducing the scheme in only 500 blocks as was originally contemplated, the work should start in the first year in all the existing 1,200 blocks. After about 18 months or so in these blocks the Assistants could be shifted to another set of new blocks. Thus, it should be possible to develop the local manurial resources in all the 5.000 NES blocks during the Second Plan. The selection of the Compost Assistants from the Village Level Worker will serve as an incentive for the workers as it would provide chances of promotion for them. These Compost and Organic Manure Assistants should become a permanent part of the NES pattern. If more money for the purpose is required by the NES, it should be found.

(2) *Scheme for production of compost manure in Village Panchayats from night soil.*

It was agreed that loan upto Rs. 2,000/- to cover both recurring and non recurring expenditure should be given for the scheme for each of the 6,000 Panchayats contemplated in the scheme. The loans will bear the usual rate of interest and will be repayable in five years. The money required for the purpose which will amount to about Rs. 120 lakhs could be provided from out of the GMF provisions in the Plan.

(3) *Sewage and Sullage schemes for utilisation of Sewage and Sullage Water in the Towns.*

Shri Tarlok Singh was of the opinion that these schemes should form part of the composite schemes sanctioned by the Ministry of Health for installation of water works and laying of sewers in the towns and, as such, should be financed by the Health Ministry. It was agreed that the Planning Commission would discuss this question with the Ministry of Health and the matter could be discussed further, if necessary, thereafter.

Shri Tarlok Singh said that he would apprise the Deputy Chairman, Planning Commission, about these discussions and the conclusions reached and advise the Ministry of further action to be taken as soon as possible. In the mean time the schemes should be revised on the above lines.

PLANNING COMMISSION

Enclosure 2.

Summary record of proceedings of a meeting held in the Planning Commission on Monday, the 22nd October, 1956 at 10 a.m. to discuss the proposals of the Ministry of Agriculture for developing local manurial resources.

PRESENT :

Planning Commission :

Deputy Chairman.

JS(PC)

Chief (A)

Assistant Chief (A)

Ministry of Agriculture :

Shri P. N. Thapar.

Dr. B. N. Uppal.

Shri K. C. Chetty.

Dr. R. P. Talati.

Ministry of Community Development:

Shri U. L. Goswami.

Shri S. L. Khurana.

Dr. J. S. Patel.

Dr. Subhas Dhar.

Ministry of Finance:

Shri K. L. Ghei.

Shri R. G. Mundkar.

Shri R. K. Patil, Leader of the Indian Co-operative Delegation to China, was also present.

The note on development of local manurial resources circulated with Planning Commission Circular No. Plan/87/B/1/56, dated the 20th October, 1956, formed the basis of discussion.

2. Opening the discussion Deputy Chairman said that there were two problems to be considered—first, what machinery could be devised for teaching villagers and ensuring that improved practices relating to the preparation of manure became universal and, secondly, if obligations were imposed on panchayats and co-operatives, what was the machinery for teaching their members and bringing a wider awareness to them? There was need both for provisions imposing obligations regarding standards of cultivation and efficient agricultural practices and for educational propaganda, as we needed rapid results.

3. After discussion the following conclusions were reached :—

(1) For each national extension and community project block there should be a compost assistant who should be responsible for work relating to organic measure, including compost, use of green manure and utilisation of night soil, etc. This officer might be selected from amongst village level workers or other suitable personnel and given the necessary training. He should help village level workers and cultivators in developing local manurial resources;

(2) Posts of compost assistants might be sanctioned for a period of three years in each block. The Ministry of Agriculture would assist State Governments from Grow More Food funds in regard to these posts on the same basis as existed for the National Extension Service. The compost assistant would assist the block agricultural extension officer;

(3) In the circle of each village level worker 5 to 10 persons should be selected for training in manurial work. In irrigated areas there might be one person per village, in others one for two villages. It was recognised that at this stage there had to be a measure of flexibility;

(4) The Ministry of Agriculture would make the necessary arrangements for the training of compost assistant as well as of selected villagers. The Ministry would meet the full cost of training. For the period of training of selected persons from villages, the Government would provide board, lodging etc.

4. The meeting confirmed the proposal made at the earlier meeting on the 15th October that for the production of compost manure from night soil in village panchayats with population of 2,000 or more, the Central Government should give loans at the usual rate of interest up to Rs. 2000 as maximum to meet non-recurring expenditure and the first year's recurring expenditure, the loan being repayable over 5 years and being financed under Grow More Food. The representatives of the Ministry of Finance concurred.

5. Deputy Chairman raised the question of arrangements for the training of members of village panchayats and members of the managing committees of primary co-operative societies. On this subject, it was agreed to hold a further discussion. It was further decided that the Ministry of Agriculture should prepare a paper in regard to the training of members of committees of primary co-operative societies and the Planning Commission, with the assistance of the Ministry of Health, should prepare a paper regarding arrangements for the training of members of village panchayats.

LETTER No. MCD/5(38)/2/56-PRG., DATED THE 7TH DECEMBER, 1956, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT :—*Prevention of Multiplication by unproductive animals by strict enforcement of Livestock Improvement Act.*

With reference to the Ministry of Food & Agriculture's letter No. F. 18-60/55-LS, dated June 7/9, 1956 (copy enclosed for ready reference) on the above subject, I am directed to say that in order to implement effectively the recommendation contained in para 2 thereof the following may be taken into consideration.

In areas where the State Department of Animal husbandry have not been able to supply approved bulls, the villagers are forced to get their cows and buffaloes covered by the locally available scrub bulls including the Brahmini bulls dedicated by people on religious grounds as their cattle economy rests on the village bulls which they are required to provide in their own interest even if the State Department is not in a position to do so. It is observed that at present the bull

calves let loose for stud purposes in the villages generally, are not selected from the best of the available lot. It should, therefore, be systematised by the village panchayats so that best available material is only selected for stud purpose. In case, this system of self-help is encouraged in CD/NES areas, it is considered that it would not only help to eliminate scrub bulls but would also ensure progressive improvement in the quality of village cattle both in respect of milk yield and draught. It is, therefore, suggested that in most cases the stud bull should be given as a donation by the farmers for the common good of the village as has been the practice in such areas in the past and wherever it becomes necessary to pay the price of such bulls the same should be met by the village panchayats through public contribution. The State Departments of Animal Husbandry should, however, assist in the free castration of all scrub bulls and tattooing and registration of those bulls which are selected for stud purpose by the village panchayats. It is requested that necessary action may kindly be taken on the lines indicated above.

ENCLOSURE (I)

Copy of letter No. F. 18-60/55-LS, *dated the* 7/9th *June,* 1956, *from Under Secretary to the Government of India, Ministry of Food and Agriculture, to All State Governments.*

SUBJECT :—*Prevention of Multiplication of unproductive animals by strict enforcement of Livestock Improvement Act.*

In continuation of this Ministry letter No. F. 21-2/53CD, dated the 11th May 1953, I am directed to say that the following recommendations have been made by the Central Council of Gosamvardhana at its meeting held on 23rd February, 1956.

1. The livestock Improvement Act requiring compulsory castration of all scrub males (unapproved bulls) should be rigidly enforced, especially in the Key Village Blocks and other areas where approved bulls have been provided by the State Governments.

2. Wherever approved bulls have not been provided by state Governments the villagers should select in each village every year during the Gopashtmi Week one bull/buffalo bull per 100 cows/she buffaloes which may be the best, both in regard to conformation and dam's milk yield in the whole village and reserve that for stud purposes. The rest of the male calves should be castrated and used as bullocks. This work should be entrusted to the Village Panchayats who should be helped by the State Animal Husbandry Department in the Selection and branding of such bulls to systematise breeding work all over the country.

I am to request that, if there is no objection the above recommendations may kindly be implemented and progress intimated to this Ministry in due course.

Letter No. MCD/35(9)/1/56-Prg., dated the 26th December, 1956, from the Government of India, Ministry of Community Development, New Delhi, to the Development Commissioner (All State Governments).

Subject :—*Scheme for developing local manurial resources.*

In continuation of this Ministry's letter of even number, dated the 8th November, 1956, I enclose a copy of letter No. F. 34-16/56-GMF(S) dated the 11th December, 1956 together with a copy each of the following two schemes* on the above subject :

1. Scheme for the larger and better utilisation of local manurial resources for the production of manures in villages;
2. Scheme for production of compost manure in village Panchayats from night soil and a note on intensification of green manuring prepared in consultation with the Ministry of Community Development and approved by the Planning Commission.

The object of scheme No. 1 referred to above is to ultimately cover all the C.D./N.E.S. Blocks established in the First Five Year Plan as intimated earlier in this Ministry letter dated the 8th November, 1956. To begin with the Ministry of Agriculture have proposed to implement the scheme in 50% of C.D./N.E.S. Blocks immediately while the rest of the Blocks will be considered in the beginning of April, 1957.

In the light of the schemes referred to above the State Government is requested to take immediate steps to select one V.L.W. for the post of Compost Inspector and 100 farmers per Block (on the basis of one from each village) from 50% of the Blocks established during the 1st Five Year Plan.

It is requested that the action taken on the various programmes as envisaged in the Ministry of Agriculture's aforesaid letter may please be intimated to that Ministry direct under advice to this Ministry.

Enclosure

Copy of the letter No. F. 34-16/56-GMF(S) from Deputy Secretary to the Government of India, Ministry of Agriculture, New Delhi, to All State Governments

Subject :—*Scheme on development of local manurial resources.*

I am directed to invite attention of the State Government to this Ministry's letter No. F. 34-16/56-GMF(S), dated 23rd November 1956

*Schemes not printed.

and to enclose herewith two schemes for the development of local manurial resources :

1. Scheme for the larger and better utilisation of local manurial resources for the production of manures in villages;
2. Scheme for production of compost manure in village panchayats from night soil; and

   a note on intensification of green manuring prepared in consultation with the Ministry of Community Development and approved by the Planning Commission.

Scheme No. 1.—It is proposed fully to exploit the locally available cattle dung and other organic wastes for the production of compost manure by improved process. The object of this scheme is to cover ultimately all the N.E.S. and Community Project Blocks already established in the First Five Year Plan and as they are set up in the subsequent years. This work should begin immediately in 600 N.E.S. and C. P. Blocks. Extension to other Blocks will be considered in the beginning of April next.

It is proposed to appoint a Compost Inspector for each N.E.S. and Community Project Block to concentrate on the development of local manurial resources which includes besides village compost, green manure and preparation of compost in village panchayats from night soil. The expenditure on this account will be borne by the Central and the State Governments on N. E. S. pattern, *viz.,* 50 : 50.

In addition, one to three Field Manure Officers, depending upon the size of the State, will have to be appointed to train the Compost Inspectors and to assist the Biochemists of the State is providing technical supervision and guidance. The number of Field Manure Officers to be appointed in each State besides Biochemists is indicated in Statement No. 6 attached. The expenditure on account of these Field Manure Officers will also be borne by the Central and State Governments on 50 : 50 basis.

The cost of training the Compost Inspectors and selected farmers will be borne by the Centre. As regards farmers, they may be selected on the basis of one from each village. In the case of Panchayats, a member of the panchayat may be selected. The total number of selected farmers proposed to be trained is 60,000 from the 600 N.E.S. and C. P. Blocks.

Scheme No. 2 relates to the production of compost manure from night soil in village panchayats as an extension of urban compost scheme. At present, refuse material available in the Panchayats (2000 to 4000 population groups) is not being utilised for compost making.

In order to encourage the small Panchayats to prepare compost, financial assistance to a limit of Rs. 2,000/- as detailed in the scheme is proposed to be given to these village Panchayats. Under the scheme, the compost production of night soil will be initiated in 6,000 Panchayats, each producing about 350 tons annually. Thus, by the end of Second Five Year Plan, it is expected that twenty-one lakh tons of manure will have been produced resulting in additional food production of the order of 1,12,500 tons.

Green Manuring :—The note gives in detail about the various kinds of green manuring crops. The most suitable green manuring crops are sann hemp and Dhaincha. Among others are Moong, Kulthi and Lobia. In Madras State, where this system has been practised extensively in paddy fields, the main green manure crops are Sesbania, Speciosa and Glyricida Maculata. Suitable green manuring recommendations should be framed with a view to progressively increase the targets of areas to be green manured for each of the Blocks. The aim will be to apply about 4,000 lbs. of green manure per acre. The multiplication of green manuring seeds would be arranged within the Block and preferably within the village so that the supply of seeds does not operate as a limiting factor. Demonstrations of green manures should also be organised in the villages till green manure is accepted as a normal practice.

It is also considered essential that steps should be taken to utilise night soil in smaller villages by composting. This question was also discussed in the Planning Commission with the State Governments' representatives. As agreed to, pilot scheme to suit local conditions may please be prepared and sent to this Ministry.

To sum up, the State Governments are requested to take immediate action as follows :—

(1) To appoint Field Manure Officers and to send them for training to Delhi with their Biochemists in the beginning of January. The date of starting the training will be intimated shortly.

(2) To issue necessary sanction to begin the work forthwith in 600 Blocks, *i.e.*, 50% of the Blocks started in each State in the First Five Year Plan.

(3) 60.000 farmers should be selected from the 600 blocks for training.

(4) To draw up the scheme for the preparation of compost from night soil in bigger Panchayats as indicated in the scheme and send the same to the Ministry of Agriculture.

(5) To take steps to intensify green manuring practices as outlined in the note.

(6) To prepare a pilot scheme to utilise night soil for composting in smaller villages.

LETTER NO. 9/22(1)/56-PRG., DATED THE 13TH MARCH, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS.

SUBJECT :—*Details of minor irrigation programmes in C. D. Blocks.*

Please refer to Government of India, Ministry of Food and Agriculture Circular No. F. 13-4/55-IRN dated January 21, 1956 regarding joint examination of minor irrigation schemes in the Community Development and National Extension Service areas by the Ministry of Food & Agriculture and the Community Project Administration (now the Ministry of Community Development) along with the schemes for minor irrigation outside such areas to be financed from funds sanctioned by the Ministry of Food & Agriculture. In view of the fact that the minor irrigation programme for Community Development and National Extension Service Blocks is evolved gradually after a block comes into operation and for other reasons, it is realised that it may not be possible to formulate detailed schemes for joint examination as required under the circular referred to above. Therefore, in partial modification of the circular referred to above, it has now been decided that details regarding location, cost per acre of irrigation and additional production expected should be furnished only in respect of irrigation schemes for a fairly large area like a block which have been or are planned to be taken up in those Community Development Blocks which have already come into existence, to this Ministry with the quarterly progress report as well as to the Ministry of Agriculture at the time of submission of G.M.F. schemes financed by that Ministry for sanction.

This circular is being issued in concurrence with the Ministry of Agriculture.

LETTER NO. 75(22)/57-PRG., DATED THE 18TH APRIL, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT :—*Agriculture—competition in fruit growing—publicity requested.*

I am directed to enclose herewith a copy of circular letter received from the Indian Council of Agricultural Research, Queen Victoria

Road, New Delhi, regarding the rules and procedures for the award of 'Udyan Pandit' in fruit growing.

2. I am to request that this scheme may kindly be given wide publicity throughout your State especially in the block areas.

ENCLOSURE

Copy of the letter No. F. 19(19)/56-A.11, *dated the* 10*th April,* 1957, *from Additional Secretary, Indian Council of Agricultural Research, New Delhi, to All State Governments and Centrally Administered Areas (except Andaman and Nicobar Islands).*

SUBJECT :—*Rules and procedures for the award of 'Udyan Pandit' in fruit growing.*

I am directed to say that in order to encourage fruit growing in the country, it has been decided to organise all-India competitions for the award of 'Udyan Pandit' for five fruits namely mango, apple, banana (decent varieties only) sweet orange (malta) and mandarin orange (santra). The competitions will begin from the year 1957 and only one fruit will be taken up in each year in the order mentioned above. The competitions at the State level will be organised by the State Governments with their own funds and the All-India competition will be organised by the Indian Council of Agricultural Research. An entry fee of Rs. 5/- may be fixed by the State Governments for the purpose. The competitions at the State level will be judged by Committees appointed by the respective State Governments and the State Horticulturists will be members of such Committees. The judging of fruit growing efficiency will be based not merely on the assessment of the crop yield but also on the standard of fruit growing according to the latest scientific methods. The main features of the Competitions are given below :—

(1) The minimum requirement for entering into the State competitions will be an area of one acre under particular fruit for which the competition is held.

(2) Each State Government will forward to the Council the names of fruit growers who obtain the first three positions in the State competitions. In doing so, they will furnish the details about the area under fruits in the orchards, location of the orchards, variety or varieties grown, estimated yield per acre, quality of the fruit produced, cultural practices adopted, plant protection measures used, etc. etc.

(3) The State Governments may award prizes to the fruits growers getting the first three positions at the State level from their own funds.

(4) On receipt of reports from the State Governments about the names of the three top-most fruits growers in each State in the order of merit assessed by the States, the Council will announce the names of the competitors for the All-India competition, which will be held in the following year.

(5) State Competitions will be organised for five fruits viz. mango beginning from 1957.

(6) Fruit grower who stands first in the All-India competition will be awarded a cash prize of Rs. 5,000/- and a certificate or medal of 'Udyan Pandit'.

A copy of the detailed rules and procedure framed in this connection is enclosed for your information (Annexure I). I am to request that, if there is no objection, necessary steps may kindly be taken to give wide publicity to this scheme among the fruit growers in your State and to organise State competitions for mango during the period of May to August, 1957. The results of the competition may kindly be communicated to the Council by the 30th September, 1957 at the latest, in order to announce the names of the fruit growers who are eligible for taking part in the All-India competitions for mango growing in 1959.

Final decision regarding the award of medal or certificate to the winner in the All-India competition will be communicated to the State Governments in due course.

The receipt of this letter may kindly be acknowledged.

ENCLOSURE

ANNEXURE I.

RULES AND PROCEDURES FOR THE AWARD OF 'UDYAN PANDIT' IN FRUIT GROWING

1. The best fruit grower in the country shall be awarded the certificate or medal of 'Udyan Pandit' and a cash prize of Rs. 5,000/-.

2. The All India competitions for the awards of 'Udyan Pandit' will be organised for five fruits, namely mango, apple, banana (dessert varieties only), sweet orange (Malta) and mandarin orange (santra).

3. For the purpose of the competitions, only one fruit will be taken up in a particular year in the order in which it is mentioned in para 2. The competitions will start from the year 1957.

4. The competitions at the State level will be organised by the State Governments with their own funds and the All-India competition will be organised by the Indian Council of Agricultural Research.

5. Adequate publicity will be given to enable as large a number of fruit growers to participate in the competitions as possible. An entry fee of a nominal amount of Rs. 5/- may be fixed by the State Governments for this purpose.

6. The competitions at the State level will be judged by Committees appointed by the respective State Governments and the State Horticulturists will be the members of such Committees.

7. The minimum requirement for entering into the State competitions will be an area of one acre under the particular fruit for which the competition is held.

8. Each State Government will forward to the Indian Council of Agricultural Research the names of fruit growers who obtain the first three positions in the State competitions. In doing so, they will furnish the details about the area under fruits in the orchards, location of the orchards, variety or varieties grown, estimated yield per acre, quality of the fruit produced, cultural practice adopted, plant protection measures used, etc.

9. The State Governments may award prizes to the fruits growers getting the first three positions at the State levels from their own funds.

10. On receipt of reports from the State Governments about the names of the three top-most fruit growers in each State in the order of merit assessed by them. the Indian Council of Agricultural Research will announce the names of the competitors for the All India competition, which will be held in the following year.

11. If a particular competitor feels that due to natural calamity he may not have fair chance in the competition determining the All-India prize, he will be permitted to withdraw by a date to be prescribed in advance by the I.C.A.R. The final selection for the All India award will be decided by a judge appointed every year by the I.C.A.R. He will visit personally the top-most garden as selected by each State Government.

12. Each State Government will indicate the probable period when the fruit on the trees belonging to successful competitors will be ready so that the Judge appointed by the I.C.A.R. could plan his programme accordingly.

13. The competitors will be required to keep the fruits on the trees till judging has been completed by the I.C.A.R.

14. In judging, credit will be given for the selection of site, varieties grown, quality and yield of fruit, orchard practices adopted, freedom from pests and diseases, health of trees, general cleanliness of the orchard and its lay-out, according to a proforma prepared by the I.C.A.R. (annexure II)*. To keep uniformity this proforma will also be used by the judging committees at the State levels.

15. The persons eligible for the All India competitions will be those who have qualified in the State Competitions. No entry fee will be charged by the I.C.A.R. for the All-India competition.

16. The years of competition for the five fruits mentioned in para 2 will be as follows :—

Name of the fruit	Year of State level Competition	Year of All-India Competition
1. Mango	1957	1959
2. Āpple	1958	1959
3. Banana	1959	1960
4. Sweet Orange	1960	1961
5. Mandarin	1961	1962

17. The decision of the I.C.A.R. at the All India level will be final in all matters.

LETTER NO. 75(20)/57-PRG., DATED THE 14TH JUNE, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS (EXCEPT MADRAS).

SUBJECT :—*Measures for stepping up agricultural production—co-ordination between Agricultural Department and C. D. & N.E.S. staff.*

For the purpose of launching a special drive to achieve increased production of food, Co-ordination Committees between the Ministries of Agriculture and Community Development have been set up. The summary record of discussions and conclusions of the first Co-ordination Committee meeting at Minister's level held on 17th January 1957, was communicated to you under this Ministry's letter No. MCD/75 (20)/57-Prg., dated January 31, 1957. To secure similar co-ordination in Madras State and for initiating measures for stepping up agricultural production Shri M. Bhaktavatsalam, Home Minister and Minister for Agriculture, Madras State, convened a meeting of the officers

*Not Printed.

of the C. D. and N. E. S. Projects and Agriculture, Animal Husbandry and Co-operative Departments. A gist of the recommendations made by this Conference is circulated with a view to assist other States to take active action on similar basis with such modifications as may be required by local conditions.

ENCLOSURE

Gist of recommendations made by the Conference held at Ootacamund in May 1957 for stepping up agricultural production in C. D. and N. E. S. areas.

The Conference was attended by the officers of C.D. and N.E.S. projects, agriculture, animal husbandry and co-operative departments. It is proposed to hold this conference every three months, turn by turn, in each Deputy Director of Agriculture's circle or division.

I. *Agricultural Targets and Co-ordination* :

(i) The District Agricultural Officer should be held completely responsible for the agricultural programme and targets in the block.

(ii) The Deputy Director of Agriculture is to ensure that at least 20 per cent increase in the agricultural production is achieved in the N.E.S. and C.D. blocks during the current year. He should fix the targets for the blocks in his region. The B.D.O. will split this target for each V.L.W. The monthly targets for each V.L.W. will be fixed by the block level extension officers, who will review the itemwise achievements every month. This review together with the report of the B.D.O. will be sent to the Collectors and appropriate District Heads of various development departments in the first week of each month. The District Heads of various development departments will submit their reviews to the Heads of Departments by 15th of the succeeding month.

(iii) The first fortnightly meeting of the V.L.Ws. and block staff will be held at the block-headquarters, and the second by rotation at one of the villages in the block. Leading agriculturists and village leaders will be invited to attend these meetings which will be utilized for reviewing the work, finding solutions for difficulties, discussing the farmers' requirements and difficulties, and demonstrating the improved practices.

(iv) Whenever there is a difference of opinion between the B.D.O. and the District Head of the development department, the matter should be referred to the District Collector who will give a ruling and refer the matter to the Head of the Department, if necessary.

II. *Strengthening of the Agricultural Staff* :

(i) To secure effective supervision of the food production drive, the jurisdiction of the District Agricultural officer should be easily manageable, and for this purpose unmanageable districts should be bifurcated as early as possible.

(ii) The Conference recommended the posting of one agricultural fieldman in each block to look after the following technical items of work :—

(a) Running of trial and observation plots.

(b) Conducting of crop-cutting experiments and harvest of crop competition plots.

(c) Conducting of germination tests, and attending to the work of primary seed farms.

(d) Collection of important agricultural and technical data and statistics.

(iii) Agricultural depots in C.D. and N.E.S. areas should be in charge of agricultural fieldman who can give technical advice as well as attend to the clerical work. This extra fieldman will be in lieu of the L. D. clerk attached to each depot.

III. *Co-operative farming* :

Atleast one new Co-operative Joint Farming Society should be organised in each block this year, on a purely voluntary basis. Each such Society should aim at an acreage of 200 and should not be of less than 100 acres to start with. Talking points on Co-operative Joint Farming may be prepared by the Registrar of Co-operative Societies. The Development Commissioner, the Director of Agriculture, and the Registrar of Co-operative Societies should in consultation with each other select a panel of villages in each block where conditions are most favourable for the establishment of joint farming societies.

IV. *Soil Conservation* :

The block-staff should take an active interest in carrying out of simple soil conservation measures such as gully plugging and contour bunding. In Coimbatore District soil conservation is reported to have resulted in an increase yield of 24 per cent.

V. *Reclamation* :

The block staff should draw up a definite programme and work-plan for reclamation of waste and virgin lands and for raising suitable crops thereafter.

VI. *Irrigation* :

(i) Drives should be launched for the desilting of tanks, deepening of wells, sinking of tube-wells and installation of lift appliances. The Industries Department should provide more compressed air drills and hammers for blasting the rocks in the wells.

(ii) Community Pumping Schemes may be promoted.

VII. *Seeds* :

(i) Seed farms to be opened during the current year should be made to function immediately.

(ii) The District Agriculture Officer may be empowered to purchase seeds at the local market rates.

VIII. *Fertilizers and Manures* :

(i) The entire work of distribution of fertilizers may be entrusted to the co-operative agencies.

(ii) To ensure the availability of ready stocks of fertilizers, a central fertilizer godown should be established in each district. In the districts in which the co-operative agency does not function, these godowns may be maintained by the Government.

IX. *Agricultural Implements* :

Each V.L.W. should be supplied with a set of agricultural implements including dusters and sprayers, which may be kept at his headquarters either with a co-operative society or in a rented room.

X. *Agricultural loans* :

(i) Since the entire responsibility for increased production in C.D. and N.E.S. areas is of the agricultural department, the agricultural department may be entrusted with the responsibility of disbursing all agricultural loans which are repayable within one or two years. A Loans Deputy Tehsildar may be sanctioned to work under the District Agricultural Officer.

(ii) The Co-operative and Revenue Departments should see that the loans to the farmers are issued quickly. The Co-operative Department should increase the amount of the loan.

(iii) Loans for reclamation of land should be adequate to meet the cost of reclamation.

(iv) The loans for private tube-wells and pumping sets should generally be for a period of five years.

XI. *Animal Husbandry* :

(i) More co-operative Breeding societies should be started.

(ii) Every V.L.W. should be provided with a First Aid Chart for aid to animals.

(iii) The feasibility of Forest Department developing grazing facilities in the Blocks may be explored.

LETTER NO. 75(5)/57-PRG. DATED THE 15TH JUNE, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT :—*Agriculture—Utilization of Krishi Pandits and Progressive Farmers in agricultural extension work.*

In the Sixth Development Commissioners' Conference held at Mussoorie, it was recommended that agricultural leaders should be utilized for extension work in agriculture. The Central Committee of this Ministry in their meeting on 22nd May, 1957 decided that the services of Krishi Pandits and Progressive Farmers should be utilised to propagate the use of improved agricultural practices and techniques among the cultivators. They should be given a definite place in C.D. and N.E.S. programme by associating them with Block Advisory Committees. It was felt that these persons can, from their personal experience, inspire confidence among the comparatively less progressive agriculturists. I am to request you kindly to take necessary action for implementing the decision of the Central Committee in this behalf.

LETTER NO. MCD/75(20)/57-PRG., DATED THE 15TH JUNE, 1957, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT :—*Subject-matter seminars.*

The sixth Development Commissioners' Conference held at Mussoorie between 26th and 30th April 1957 recommended that the general seminars which are held at present at the Block and District levels should be continued but their number should be reduced and, in addition, seminars of subject-matter specialists should be organised at divisional (where there are no revenue divisions, for a group of 6 to 10 districts depending upon the size of the districts) state and National level. Ordinarily, the number of participants should be about 100 and in no case, should they exceed 125.

2. In view of the highest priority that is attached to agricultural production in the C.D. and N.E.S. areas, it is desired that early steps should be taken to organise subject-matter seminars in agriculture. It is, therefore, requested that the Development Commissioners in consultation with the Directors of Agriculture may prepare a phased programme for holding divisional and State seminars on agriculture including afforestation, soil-conservation and consolidation. While these seminars should be held during the seasons when the agricultural staff is not heavily pre-occupied with field work, the organisational work in connection with these seminars can conveniently be taken in hand earlier. The Ministry of Community Development intend to depute an officer to attend some of the divisional and State seminars. Since the organisation of seminars at the National level by the Ministry of Community Development, will depend upon the completion of the agricultural seminars at the state level, the Ministry of Community Development would like to be informed of the time-table of agricultural seminars in the States.

3. In many states Divisional Commissioners have been entrusted with the responsibility of looking after the development work in the C.D. and N.E.S. Blocks in the division. It would, therefore, be very appropriate if the Divisional Commissioners are requested to preside over the divisional seminars. The following should participate in the divisional seminars :—

(i) Agricultural Extension Officers of the Block and District Agricultural Officers.

(ii) Deputy Directors dealing with agriculture, afforestation, soil-conservation and consolidation.

(iii) Representatives of the Development Commissioner wherever possible.

(iv) One or two District Development Officers or Collectors/Deputy Commissioners.

(v) One Block Development Officer from each district.

(vi) One V. L. W. from each district.

(vii) Non-officials who have shown special aptitude in the field of agriculture.

(viii) A few non-officials from the Block Advisory Committees, District Advisory Committees and Panchayats.

4. After all the Divisional Seminars in the field of agriculture have been held, the seminar at the State level may be held which will

consider among other items the recommendations of divisional seminars. The State level seminar may be presided over by the Development Commissioner and the following officers should participate in this seminar :—

(i) Secretaries of the Departments dealing with agriculture, afforestation, soil-conservation and consolidation.

(ii) Heads of Departments dealing with agriculture, afforestation, soil-conservation, consolidation, co-operation and animal husbandary.

(iii) Officer connected with research institutions dealing with agriculture, soil-conservation, water use and extension.

(iv) Principals of Agricultural Colleges, Extension Training Centres, and Soil-Conservation Training Centres.

(v) Persons associated with State level voluntary organisations, such as Farmers' Forum, All India Young Farmers' Association, Bharat Sewak Samaj etc.

(vi) Commissioners of Divisions.

(vii) One Collector from each Division.

(viii) Deputies of the Development Departments including those of the Development Commissioner.

5. In course of time these agricultural seminars will be organised by the Departments of Agriculture. It is desirable that the Deputy Directors of Agriculture and the Directors of Agriculture should be very closely associated with the organisation of divisional and state seminars respectively.

LETTER NO. 75/20/57-PRG., DATED THE 16TH/20TH JULY, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS ALL STATES GOVERNMENTS.

SUBJECT :—*Co-ordination Committee (at Officers level) for co-ordinating the work of the Ministry of Food & Agriculture with that of the Ministry of Community Development.*

I am directed to forward herewith a copy of the summary record of the meeting of the Co-ordination Committee (at Officers' level) for co-ordinating the work of the Ministry of Food & Agriculture with that of the Ministry of Community Development held on 11th June 1957 for your information.

ENCLOSURE

Summary Record of the Meeting of the Co-ordination Committee (At Officers' level) for Co-ordinating the work of the Ministry of Food and Agriculture with that of the Ministry of Community Development held on 11th June 1957.

Item No. 1.—*Review of the action taken on the decisions of the first meeting of the Co-ordination Committee (at Officers level) held on 16th February,* 1957 :

The action taken on the decisions of the first meeting of the Co-ordination Committee was reviewed. As regards the instructions issued by the Ministry of Community Development to the States regarding the interchange of staff at Training Centres and the staff in the field, it was felt that it would be necessary to follow this up by issuing another circular letter after about three months to ascertain the extent to which the instructions have been carried out by the State Governments. Regarding the inspection of Training Centres, although a systematic programme was prepared by the Directorate of Extension and Training in the Ministry of Food & Agriculture, and each officer allocated to a region for carrying out the inspection according to schedule, it was not possible to adhere to this schedule due to want of adequate staff. A suggestion has therefore been made by the Directorate of Extension and Training for the appointment of five full-time regional officers to inspect the different extension training institutions at regular intervals. While the Ministry of Finance have agreed to the reorganisation and strengthening of the Extension and Training Directorate at the Centre, the regional set-up is still under consideration of both the Ministry of Food & Agriculture and the Ministry of Finance. Though a combined programme of inspection of Training Centres was decided upon at the first meeting of the Co-ordination Committee, it has not yet been fully worked out by the officers of the two Ministries the object is that the officers of the two Ministries, should so arrange their programme of visits that between themselves they should cover all the regions, thereby ensuring that all the Training Centres receive attention. It was agreed that a joint inspection programme should be drawn up for the period July to September, 1957.

It was pointed out that the States have generally accepted in principle the need for making the Principals of Extension Training Centres in charge of a block and most of the States have in fact done so. The I.C.A.R. have taken steps to bring out a publication on the holding of agricultural demonstration centres embodying the experience of States in this field. Sufficient number of copies would be supplied by the I.C.A.R. to the Ministry of Community Development for distribution in the Community Development and National Extension Service areas.

The question of maintaining buffer stocks of fertilisers to ensure regular supplies was considered. The stock might be maintained either by the State Governments or by the Centre. If the State Governments are to stock fertilisers two or three months before the cultivator needs them, the interest charges on fertiliser loans would have to be waived for that period as they would not be able to pass them on to the cultivators. The Ministry of Finance, however, are not agreeable to the proposal for waiving interest charges for another three months as in their view, it amounts to a hidden subsidy and might form an awkward precedent. Alternatively, the Central Government might maintain a buffer stock of fertilisers either at ports or in different regions in which case the cost of storage will reflect itself in enhanced pool price. It was felt that probably a combination of both the methods of maintaining stocks of fertilisers might be tried. The Ministry of Finance desired that the distribution charges for fertilisers allowed to the State Governments should be examined thoroughly to see whether the States are incurring less than the margin of Rs. 30 per ton at present allowed for meeting the internal distribution charges.

Item No. 2.—*Review of the system of distribution of fertilisers in vogue in each State* :

The position in regard to the system of distribution of fertilisers in the States of Madras, Bombay, Madhya Pradesh, West Bengal, Punjab, U.P., Mysore, Rajasthan, Kerala, Pondicherry and Manipur & Tripura was examined. It was felt that a more critical review of the system in each state was necessary particularly with a view to ascertaining the quantity which each state can eventually take, the quantity it was actually taking at present and the further quantity it was scheduled to take. This is necessary to assess the efforts made by the State Governments for stepping up the consumption of fertilisers. The Ministry of Food and Agriculture may, therefore, obtain more detailed information from each State regarding the supply and distribution of fertilisers.

Item No. 3.—*Working out a scheme by which the supply of fertilisers is to be linked with the procurment of foodgrains* :

The examination of the scheme has revealed considerable difficulties. In the first place, the machinery for distributing fertilisers, which is mostly co-operatives and private traders may not be willing or be in a position to collect rice after harvest. A separate machinery for collecting rice after harvest will, therefore, have to be set up. Again, the method of collection and the price at which the rice has to be procured will have to be determined. However, as the State Governments have a nucleus, staff in the Departments of Civil Supplies, the Department of Food in the Ministry of Food & Agriculture have agreed

to pursue the proposal further with the State Governments. It was stressed that foreign exchange for the import of fertilisers should have as much priority as foreign exchange for import of foodgrains since fertilisers are the quickest means of increasing production which would not only save foreign exchange on import of additional quantity of foodgrains, but would also earn more foreign exchange through export of commercial crops.

It was pointed out that some of the States like Rajasthan have been finding it difficult to get phosphatic fertilisers like super-phosphate. The Ministry of Community Development was requested to bring such difficulties to the notice of Ministry of Food and Agriculture. If the actual difficulties of the State Governments are brought to the notice of the Ministry of Food and Agriculture, steps would be taken to bring the States and the manufacturing firms together so that the difficulties could be ironed out.

Item No. 4.—*Organising Research to meet the needs of extension* :

It was emphasised that agricultural research should be so organised as to solve the pressing problems of the cultivator. To do so, it is necessary on the one hand to fill up gaps in research and on the other to provide guidance in research programmes. The former requires improvement of the channels through which the results of research are conveyed to the cultivator. In the first place, the meetings of the State Research Committees, both at the State and Divisional levels which discuss regional problems and focus attention on research of practical utility should be made a regular feature of the Agricultural Departments of the States. Secondly, the work of the Agricultural Extension Advisory Committee set up by the I.C.A.R. to review the results of research carried out in the country should be expedited so that the detailed programmes of extension work on different crops and agricultural practices can be worked out for the Block Development Officers. Further, the States should not only organise agricultural seminars which should be attended by research workers extension staff, representatives of the Farmers' Forum and cultivators, but should also give financial assistance to cultivators to attend these seminars. Encouragement should also be given to agricultural research workers to conduct district trials for demonstrating important agricultural practices evolved by them. For this, it is necessary that a well trained technical officer for each district should be appointed who will supervise the district trials under the guidance of the research worker and the District Agricultural Officer. It was felt that it would be possible for the State Governments to provide the technical officer from their existing staff.

For providing guidance in research programmes, the I.C.A.R. have attempted to develop co-operative research projects in some broad agricultural fields. The object is to organise research on a regional

basis with a view to integrating the research programmes of the States with the regional programme. Some of the more important of these projects relate to the setting up of the cross commodity research stations for conducting research on millets, cotton and oilseeds on a regional basis, regional research stations for research in horticulture and evolving schemes for model agronomic experiments for research on major crops in each agro-climatic region. Besides co-operative research, it is also necessary to assist the comparatively less advanced States where development of new areas offer prospects of rapid advance in agricultural production by making available to them the advice of experienced officers of the neighbouring advanced States. Such States may approach the Centre and the I.C.A.R. would make available the services of suitable officers from neighbouring areas to advise them in their research programmes.

Item No. 5.—*Organisation of Regional Seminars* :

The Ministry of Community Development are organising all-India subject seminars. The Ford Foundation would be prepared to finance such seminars at the national level. It was felt that besides these all-India seminars, there should be divisional seminars. Initially, these seminars would have to be organised by the Development Commissioners. The Ministry of Community Development would therefore issue necessary instructions to the Development Commissioners, at the same time making it clear that after one or two years, the responsibility would be taken over by the Director of Agriculture. The Ministry of Food and Agriculture would also issue a similar circular letter to the State Secretaries of Agriculture. The Divisional seminars should be attended by the officers of two Ministries also and as far as possible they should be presided over by Divisional Commissioners. The organisation of these seminars would have to be followed by similar seminars at the Block and V.L.W. circles.

Item No. 6.—*Quarterly programmes of visits to States by Inspecting Officers of the two Ministries for the following up the work in the States for the achievement of the targets of increased production* :

The quarterly tour programmes of the officers of the Extension Directorate of the Ministry of Food and Agriculture are sent to the Ministry of Community Development and similarly the tour programmes of the officers of the Agricultural Division of the Ministry of Community Development are sent to the Ministry of Food and Agriculture. The inspection notes of the officers of both the Ministries are also being exchanged. It was felt that till the Extension Wing of the Ministry of Food and Agriculture is established, the integrated programme would not be effective.

Item No. 7.—*Targets of agricultural production in C.D. and N.E.S. areas and measures to be taken to achieve them.*

At the sixth Development Commissioners' Conference held at Mussoorie, it was decided that the increase in agricultural production in N.E.S. and C.D. Blocks during the next three years should be of the order of 50 per cent in irrigated areas and in areas of assured rainfall, and 30 per cent in the remaining areas, the first year accounting for at least 20 per cent increase. Some of the concrete measures to be taken to achieve this targets are, effective supervision by the officers of the State Department of Agriculture over the Block staff for planning execution and evaluation of the agricultural programmes, preparation of crop-wise targets of production for each of the Blocks and villages in the Blocks, the concentration of the resources of agricultural department like seeds, fertilisers, plant protection materials and crop production campaigns in these areas and encouragement of peoples' participation through village co-operatives and Panchayats in the drawing up and implementation of the crop-wise plans. The Ministry of Community Development would issue detailed instructions to the State regarding the measures to be taken to achieve the targets of increased agricultural production and would report at the next meeting of the Co-ordination Committee.

Letter No. 99(16)/57-Prg., dated 17th August, 1957, from the Government of India, Ministry of Community Development, New Delhi, to, the Development Commissioners (All State Governments).

Subject :—*Planning of Minor Irrigation Programme in the Community Development Blocks.*

It has been observed that in many states the loan funds provided for minor irrigation in the C.D./N.E.S. budget continue to remain unutilised. The mistaken belief seems still to exist that this loan money is only to be utilised in giving third-party loans and cannot be utilised for state-owned and state-managed irrigation works. It is true that in the community projects and N.E.S. blocks maximum emphasis has to be given to private and co-operative irrigation works for which only third-party loans are needed. Still due to various causes it is not always possible to create a demand for third-party loans to the extent of funds provided in the schematic budget. The non-credit worthiness of the cultivator due to his small land holding, insufficient availability of ground water, high cost of irrigation, etc. are factors which often limit the scope for privately-owned irrigation works like wells, pumps, etc. The available funds, therefore, ought to be invested on other irrigation schemes in which Government participation would be unavoidable.

The procedure suggested is that as soon as a block comes into operation in the C.D. stage the scope for various types of works should be ascertained by a broad survey of the area. If possibility exists of expanding private and co-operative irrigation, yearly programme of 3 years could be made out and targets fixed for the number of wells to be dug, pumps installed, filter points to be sunk, and for such other works.

If, however, scope does not exist for the full utilisation of the funds in this manners, second priority could be given to the following classes of works :—

(i) Restoration of State-owned tanks.

(ii) Departmental installation of lift irrigation schemes, including big tube wells to be run and managed by Government.

If, due to certain factors there is limited scope even for the above class of works, the funds could be profitably invested on Government owned and Government-managed minor irrigation works of a bigger nature—say tank or anicut schemes which may cost anything from Rs. 50,000 to Rs. 2 lakhs.

The idea is that the amount of Rs. 4 to 5 lakhs available under minor irrigation is meant for the development of water resources in the block area keeping in view the concept of 'a people's programme'. If due to various limiting factors this concept cannot be fully realised, it would be incorrect to allow this money to lapse because, side by side, we have to keep in view that realisation of target for additional food production in the Second Five Year Plan is also one the important objectives of community development. Even for Government-owned works people's participation can be enlisted to a great extent.

There is another factor which has to be kept in view. Often in the block area some minor irrigation schemes are executed from funds other than provided in the C.D./N.E.S. budget either by the C.D./N.E.S. organisation or by other agencies like the Agriculture or Irrigation Department of the State Government and because of the limited scope for the execution of Irrigation works, the blocks funds remain unutilised. Wherever such limiting factors exist it would be only appropriate that the irrigation funds available under the C.D./N.E.S. programme are first made use of. If this is done, corresponding funds would be released under Grow More Food for being spent in other areas where the scope and need for such works may be greater. The C.D./N.E.S. funds are meant only for development of the area concerned and cannot be diverted to other areas. Such is not the case with the Grow More Food funds made available through the Agriculture and Irrigation Departments.

A copy of this circular letter is being endorsed to Irrigation and Agriculture Secretaries of your State for information.

LETTER No. 8(25)/57-PC, DATED SEPTEMBER, 2, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT :—*Location of National Extension Service Blocks around the Agricultural Experimental and Research Stations.*

I am directed to enclose an extract from the Summary Record of the meeting of the Co-ordination Committee (at Minister's level) held in April, 1957 for information and necessary action.

The Co-ordination Committee, as you are aware, was set up by the Minister of Food and Agriculture in consultation with the Minister of Community Development as per this Ministry's letter No. MCD/75 (20)/57-Prg. dated the 31st January, 1957. It is requested that you may kindly consider location of new National Extension Service Blocks, if not already opened, around the State Agricultural Experimental and Research Stations, so that these Stations could conduct trials of the results of research on farmers' lands within the block area. Action taken in this matter may kindly be intimated to this Ministry at an early date.

ENCLOSURE

Items 6 and 7.—*Test of the results of research on farmers' fields in a few villages around the research stations. Location of N.E.S. Blocks around agricultural experimental and research station*:

Though the Central Research Institutes like the Indian Agricultural Research Institute and the Indian Central Rice Research Institute have taken over a few villages around them for testing out the results of research on farmers' fields, the State Research Stations do not invariably do so. It is essential that the results of research carried out on a Government farm should be tested and extended on farmers' lands around the farm as this would enable the research worker to obtain a better insight into farmers' needs and the usefulness of his research to them. This would be facilitated if the new N.E.S. Blocks are located around the agricultural experimental and research stations. The research station then could conduct trials of the results of research on farmers' lands within the Block. The State Government may be requested by the Ministry of Agriculture to see that their research stations test the results of research not merely on their own farms but also on farmers' lands in the surrounding areas.

LETTER NO. 75/1/57-PRG., DATED 3RD SEPTEMBER, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS EXCEPT BIHAR, MYSORE, RAJASTHAN, DELHI, HIMACHAL PRADESH, MANIPUR AND N.E.F.A.).

SUBJECT :—*Introduction and popularisation of improved Agricultural implements with the farmers—Recommendation of the 2nd Conference of Agricultural Engineers.*

I am directed to enclose a copy of letter No. 5(44)/56-A.II, dated the 6th December, 1956 together with a copy of extracts of the Resolutions of the Conference of Agricultural Engineers held in September, 1956 and extracts from the proceedings of the Agricultural Engineering sub-Committee meeting held on the 19th October, 1956, on the above subject. It is requested that due consideration may please be given to the recommendations referred to therein and the action taken by the State Government in implementing the recommendations may please be intimated to the Indian Council of Agricultural Research under advice to this Ministry.

ENCLOSURE

Copy of letter No. 5(44)/56-A.II, *dated the 6th December,* 1956, *from Shri P. L. Malhotra, Under Secretary, I.C.A.R., New Delhi to All State Governments and Centrally administered areas* (2) *The Secretary to the Government of India, Ministry of Community Development, New Delhi.*

SUBJECT :—*Introduction and popularisation of improved agricultural implements with the farmers—Recommendation of the Conference of Agricultural Engineers held in September,* 1956—*Action regarding—(Resolution No.* 4).

I am directed to say that the second Conference of Agricultural Engineers held at New Delhi in September 1956 considered the question of popularisation of improved agricultural implements and made the following recommendation :—

"Having regard to the fact that many improved Agricultural practices for increasing crop production are dependent upon the proper use of agricultural implements and further as the agricultural staff at the district level was not fully equipped for carrying out demonstrations of the correct use of these implements, an Officer trained in agricultural engineering and specially qualified to demonstrate the proper use of agricultural implements in crop production should be provided at the district level. This Officer should be responsible for organising demonstrations in cultivator's fields

of improved implements through the agency of the National Extension Service. The selection of improved implements for purpose of demonstrations should be made at the district level in consultation with the Agricultural Engineer of the State. The improved implement selected for demonstration should be made available in adequate numbers for demonstration by village level workers."

The Agricultural Engineering Committee of the Council at its meeting held on 19-10-1956 also endorsed this recommendation of the Conference. A copy of the Resolution passed by the Conference is given below :

Since improved agricultural implements play an important role in increasing food production I am to commend the above recommendation that early steps may kindly be taken to appoint agricultural engineering staff at the district level.

Action taken in the matter may kindly be communicated to the Council by 31st March, 1957.

Copy together with enclosure forwarded to :—

(i) Planning Commission, New Delhi.

(ii) The Director of Agriculture, All States.

Extracts of the Resolutions of the Conference of Agricultural Engineers held in September, 1956.

Resolution No. 4.—*Introduction and popularisation of improved Agricultural Implements with the farmers.*

Having regard to the fact that many improved agricultural practices for increasing crop production are dependent upon the proper use of agricultural implements, and further as the agricultural staff at the district level is not fully equipped for carrying out demonstrations of the correct use of these implements, this conference recommends that an officer trained in agricultural engineering and specially qualified to demonstrate the proper use of agricultural implements in crop production should be provided at the district level. This Officer should be responsible for organising demonstration in cultivators' fields of improved implements through the agency of the National Extension Service. The selection of improved implements for purpose of demonstrations should be made at the district level in consultation with the Agricultural Engineer of the State. The improved implements selected for demonstration should be made available in adequate number for demonstration by village level workers.

Extracts from the proceedings of the Agricultural Engineering Committee meeting held on 19th October, 1956.

Resolution No. 4.

A copy of this resolution (Resolution No. 4 of the Second Conference of Agricultural Engineers, September, 1956) be endorsed to the State Governments, Planning Commission and the Community Projects Administration for implementation.

LETTER No. 75(20)/57-PRG., DATED SEPTEMBER 24TH, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Agriculture—Recommendations of the Third Meeting of the Co-ordination Committee (at Ministers' level) between the Ministry of Food and Agriculture and Community Development—Implementation thereof.*

I am directed to forward herewith a copy of the Summary Record of the above meeting held on September 10, 1957. The following recommendations need immediate attention :

1. Intensive Campaigns should be launched for the maximum utilisation of superphosphate;
2. Divisional Seminars should be organised; and
3. N.E.S. blocks should be located around State Agricultural and Research Stations.

In view of the expected increase in production of superphosphate in 1957 and 1958 it is requested that greater efforts should be made to step up its consumption in the Community Development and National Extension Service areas leading to higher yield and agricultural production.

As regards Divisional Seminar it is requested that these should be organised regularly and a quarterly report thereof may please be furnished to this Ministry indicating the progress achieved in that direction.

Attention is also invited to this Ministry's letter No. 8(25)/57-PC dated September 2, 1957, wherein it was emphasised that when new blocks are opened, these should, as far as possible, be located around the State Agricultural Experimental and Research Stations.

It would be appreciated if the action taken to implement the above recommendations is communicated to this Ministry at an early date.

ENCLOSURE

Summary Record of the Third Meeting of the Co-ordination Committee (at Ministers' level) held on 10th September, 1957 at the Ministry of Food and Agriculture.

The agenda items previously circulated were taken up for consideration.

Item No. 1.—*Review of action taken on the decisions of the Co-ordination Committee (Ministers' level) held on 18th and 20th April,* 1957 :

The review of the system of distribution of fertilisers in vogue in the States has revealed that in Uttar Pradesh, Mysore, Delhi, Bihar, Punjab, Andhra Pradesh and Madhya Pradesh, fertilisers are being entirely distributed through co-operative societies while in the States of Madras, Bombay and Orissa the distribution is being done partly through private agencies. In the other States, the distribution is done entirely through private agencies or Government Depots. It was decided that there should be a phased programme for switching over the distribution entirely through co-operatives and that the Ministry of Food & Agriculture should take up the matter immediately with the State Governments. In view of the expected increase in the production of superphosphate in 1957 and in 1958 (production in 1957 and in 1958 is expected to be 1·60 lakh tons and 2·3 lakh tons respectively), great efforts should be made to step up consumption which has been estimated at 90,000 tons in 1956. It was decided that an intensive campaign should be launched for the maximum utilisation of super-phosphate and that the Ministry of Community Development should place special emphasis on the use of super-phosphate in N.E.S. and C.D. Blocks.

With regard to the organization of divisional seminars, it was stated that Bombay, Madras and Kerala have already taken steps for organising such seminars. It was directed that periodical enquiries should be made regarding the progress made by the States.

The Brochure prepared by the I.C.A.R. on the possibility of growing sea-island cotton for being passed on to the Ministry of Community Development for the guidance of the Extension Staff is to be issued in the local language of the areas as well where this type of cotton is grown.

It was noted that the proposal to link up the procurement of rice/paddy with the supply of fertilizers was being taken up with the State Governments.

It was felt that the decisions of the Co-ordination Committee might be intimated to the State Ministers of Agriculture, Development, and Co-operation jointly by the two Ministries.

To test the results of research on farmers' fields, the Ministry of Community Development had requested that Development Commissioners to consider the location of new N.E.S. Blocks, if not already opened, around State Agricultural Experimental and Research Stations. It was decided that the Development Commissioners should be addressed again regarding the location of the blocks. Similarly, the State Directors of Agriculture should be addressed by the Ministry of Food and Agriculture with a view to apprise the position regarding the testing of the results of research on farmers' fields within the block.

The Ministry of Community Development propose to conduct four subject-matter seminars during 1957-58 at the national level. The first seminar to be held between 8th and 11th October, 1957 at Srinagar is on agriculture, animal husbandry, minor irrigation and agricultural co-operation. It was suggested that it might well be followed by a meeting of the State Ministers of Agriculture to consider the measures taken to step up agricultural production.

The detailed instructions issued to the States by the Ministry of Community Development regarding the measures to be taken to achieve the targets of agricultural production in C.D. and N.E.S. areas fixed by the Sixth Development Commissioners' Conference held at Mussoorie in April, 1957 were reviewed and it was felt that if a serious effort is made, the targets are capable of achievements.

Item No. 2.—*Training facilities for the staff of the N.E.S. and C.D. Blocks*:

The training arrangements made by the Ministry of Food and Agriculture for the various categories of personnel in the N.E.S. and C.D. Blocks were examined. It was pointed out that it would be possible to meet in full the requirements of agricultural and veterinary graduates. As requirements for and availability in each year of such personnel had not been worked out, it was decided that an assessment should be made of the requirements, availability and placement of trained personnel year-wise and State-wise. As regards Gram Sewaks, a deficit is anticipated by the end of the Second Plan which is sought to be made up by running extension training centres to their full capacity in the States of Madhya Pradesh, Mysore, Madras, Orissa and West Bengal, by increasing the capacity in the States of Andhra and Bombay and by converting the existing single shift centres into double shift in the States of Assam and Kerala. It was pointed out that if account were taken of Gram Sevaks who would be absorbed on promotion, the deficit would be greater and this should be taken into consideration. Attention was drawn to the low quality of instruction at the extension training centres due to lack of competent instructions with experience in field extension work. Although instructions have been issued by the Ministry of Community Development that

the inter-change of staff at the training centres and in the field should take place in the States as a regular practice, there have been difficulties in inter-changeability with the result that the quality of instruction at the extension training centres has been suffering. It was suggested that the possibility of agricultural colleges making available competent persons as Instructors should be taken up with the Directors of Agriculture. The extent to which the Rural Institutes set up by the Ministry of Education could be utilized for the training of Gram Sewaks might also be explored. With regard to the training of Gram Sewikas, the difficulty has been in getting enough candidates in some States with the result that the full capacity of the existing training centres has not been utilised. It was decided that wherever there is scope for expansion, the capacity of the existing centres might be increased consistent, with the regional requirements. The quality of training imparted at these centres requires also to be enquired into. A shortage is anticipated of Group Level Workers at the end of the Plan period as most of the centres provided for under the Second Five Year Plan have not so far been started and as the centres already sanctioned are running far below their sanctioned capacity through the reluctance on the part of the Block Development Officers to release the Group Level Workers for undergoing training. It was felt that there was no clear conception of the type of training to be imparted to the Group Level Workers and that the appropriate standard of training was not being made available at the Extension Training Centres. Often raw graduates have been providing training for experienced officers of the block. The possibility of providing training in agricultural colleges which have opened Extension Wings might therefore be examined. Similarly, it is also necessary to examine whether the period of training can be reduced to one month without detriment to the standard expected. It was decided that the whole question of standard of training of the personnel required to man the N.E.S. and C.D. Blocks should be examined by a Committee, consisting of V.P., I.C.A.R., Agricultural Extension Commissioner and Shri B. Mukerji, Joint Secretary, Ministry of Community Development. The Committee should suggest ways and means for improving the quality of training at the Extension Training Centres.

With regard to soil conservation, it was felt that the course for officers was much too theoretical. What is needed is more of practical training in the field. As an inducement to State Governments to get more persons trained, it has been decided to give 75% subsidy of the cost of stipend and T.A. to fresh graduates who may be deputed by the State Governments for training in the Assistants Courses at the Soil Conservation Centres, provided on completion of the training, the State Governments would appoint them on the execution of soil conservation work. The training of Sub-Assistants has been left to be arranged by the State Governments and the States which have not so far made

arrangements of their own for their training have been advised to make such arrangements and send their schemes to the Centre for financial assistance. The training of Block Level Co-operative Officers is being arranged at 8 Training institutes and it is expected that the required number of Block Level Co-operative Officers would be trained by the end of 1960-61.

Item No. 3.—*Intensive campaign for propagating the Japanses Method of Paddy Cultivation in the National Extension and Community Project Blocks*:

A target of 80 lakh acres under the Japanses Method of Paddy Cultivation has been set to be achieved by the end of the Second Five Year Plan. For 1957-58 the target is 35 lakh acres. The fulfilment of this target depends on systematic and intensive effort to spread the knowledge about the Japanese Method. To do so effectively, it is necessary to have demonstration trials of the Japanese Method side by side with the local method in such areas where the Japanese Method is yet to be introduced. The demonstration should be supplemented with publicity material, such as films and film strips, posters, flip books and pamphlets, etc. Further, the overall State targets have to be broken up into district, block and Village Level workers' circle. It was observed that while in States like Andhra Pradesh, Bombay, Kerala, Madras and Mysore, the progress of the Japanese Method of Paddy Cultivation has been encouraging, in States like Assam, Bihar, Madhya Pradesh, Orissa and West Bengal the progress has been tardy and inadequate. These are also the States where the consumption of fertilizers is relatively low. Some of these States like Bihar, West Bengal and Orissa have large areas under paddy cultivation and it is particularly necessary to work out a scheme for expanding the Japanese Method of Paddy Cultivation in these areas. It was suggested, that the Ministry of Food and Agriculture may appoint a special team of experts to study the conditions in the problem areas of West Bengal, Eastern Uttar Pradesh, Eastern Madhya Pradesh, Assam and Bihar and to suggest suitable measures for expanding the Japanese Method in these areas.

Item No. 4.—*New long linted cotton strain for the Tinnevelly and Karunganni Area of South India.*

Item No. 5.—*Note on the increased production of Arecanut seedlings.*

Item No. 6.—*Note on the increased production of coconut seedlings*:

It was decided that the I.C.A.R. should prepare the necessary literature on the basis of which the extension agencies can propagate the new strains of cotton. Similarly, the I.C.A.R. should work out a scheme by which the extension agencies would be able to propagate

among the cultivators, the various aspects of arecanut and coconut cultivation, the relative merits of quality seedlings, uses of manures and fertilizers and the adoption of plant protection measures for stepping up the production of these commodities.

Item No. 7.—*Shortage of Fertilizers* :

Complaints regarding shortage of fertilizers in N.E.S. and C.D. Blocks are being received from a number of States and this shortage of fertilizers is going to affect the achievement of the targets of production of food and commercial crops. As about 47% of the total value of exports is accounted for by export of agricultural commodities (including plantation products), any fall in production will adversely affect our foreign exchange earnings as well. Since fertilizers are the surest and quickest means of substantially increasing production and since the development of local manurial resources and green manures would take some time, it was stressed that the foreign exchange required for the import of fertilizers should not be grudged; in fact, the import of fertilizers should be given a high priority. It was decided that the Ministry of Food and Agriculture should prepare a note bringing out the serious implications of shortage of fertilizers on production, foreign exchange earnings and extension work generally.

Item No. 8.—*Establishment of Seed Multiplication Farms* :

The opening of seed multiplication farms in the blocks has not been keeping pace with the targets. The chief difficulty has been the acquisition of land. The State Governments have now been advised by the Ministry of Food and Agriculture to lease land wherever the purchase of land is found to be difficult. But even so the pace of progress has been very slow. It has been found that some of the States have been departing from the principle of a 25 acre farm for each National Extension Service Block. It was felt that much of the virtue of the scheme would be destroyed if instead of the block, a large unit like the Thana is made the basis for the establishment of seed farms. As much of the progress in agricultural production hinges on the availability of improved seeds, it was decided that the Minister for Food and Agriculture should address a personal letter to the Chief Ministers of States stressing the need for speedy establishment of seed multiplication farms and for making arrangements for the multiplication and distribution of improved seeds.

Item No. 9.—*Plant Protection Work and the Gram Panchayat* :

At the last Conference of Development Commissioners, it was suggested that pilot experiments might be made to organise plant protection work and for this purpose well-run Gram Panchayats might be selected in areas where diseases and pests frequently occur. It was pointed out that the Central Directorate of Plant Protection have already set up 14 Centres to assist the State Government in plant protection work and that

it would be possible for the Directorate with the assistance of State Plant Protection Sections to organise the pilot experiments as suggested by the Development Commissioners' Conference.

Item No. 10.—*Intensification of Agricultural Production in C.D. and N.E.S. Areas :*

For the intensification of agricultural production in C.D. and N.E.S. areas, special emphasis has to be laid on the supply of adequate quantities of fertilizers and improving the system of distribution, organising production and utilization of local manures in requisite quantities and on avoiding delays in the establishment of seed multiplication farms and construction of seed stores.

The additional production in C.D. and N.E.S. areas in 1956-57 has been estimated at 1.44 million tons in terms of production potential, constituting an increase of 6% of the total production in these areas in 1955-56. The order of increase in production has been only a little higher than for the country as a whole which is 5.6%. It was felt that the figures of the crop cutting experiments may be worked out separately for C.D. areas and other areas for the purpose of assessing per acre production of each separately.

D. O. LETTER NO. 75/2/57-PRG. I, DATED THE 7TH DECEMBER, 1957, FROM SECRETARY TO GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO DEVELOPMENT COMMISSIONERS OF ALL STATES.

I need not underline the anxiety that is being felt by one and all including the Prime Minister over the deteriorating food situation. The Mussoorie Conference of Development Commissioners went thoroughly into the question of increasing agricultural production and made quite a few recommendations, which were circulated to the State Governments. One of the most important recommendations relates to the role that the V.L.W. should play in this supreme task of increasing food production. It was suggested that nearly 70% to 80% of the time of the V.L.W. should be devoted to matters relating to Agriculture. From our observations in the field and the reports received from non-officials it is felt that the Gram sevaks are not devoting the requisite time and energy to food production. As a matter of fact, the time has come to put the food production programme on a "war" footing and to give it the top most priority irrespective of the repercussions such a step may have on the other items of the programme. "Produce sufficient food or perish" is the order of the day. I hope you will take steps to emphasise this fact on the field workers connected with our programme.

The Parliament is naturally anxious to know how far the recommendations of the Mussoorie Conference in the matter of food production have been implemented. I shall, therefore, be obliged if you could

send a report in the matter expeditiously. If any instructions have been issued by you on the basis of those recommendations, copies of those instructions may also be kindly sent along with your report so that some of your useful instructions can be made available to the other States for guidance. I shall be obliged if your reply could reach me before the 31st December, 1957.

With regards.

LETTER No. 75(50)/57-PRG. I, DATED THE 17TH JANUARY, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Recommendations of the State Agriculture Ministers' Conference held at Srinagar from 11th to 13th October, 1957—Implementation thereof.*

The State Agriculture Ministers' Conference held in Srinagar from 11th to 13th October, 1957 reviewed the progress in agricultural production in the country and made certain broad recommendations on the various schemes to achieve the target of production as laid down in the Second Five Year Plan. *Inter alia,* emphasis was laid on the following :

1. *Fertilizers and Local Manures* :

(i) Co-operative societies should be encouraged to take up the preparation and distribution of fertilizers.

(ii) Intensive campaign should be launched so that within two years each holding produces its own basic requirements of organic manures.

(iii) Selection of panchayats for preparation of night soil compost should be finalised very early. By 1960-61, 6,000 panchayats should be covered.

(iv) Pilot schemes for preparation of night soil compost in smaller villages should be initiated very early and suitable prizes be awarded for producing and utilizing the maximum quantity of night soil compost in the *Blocks and Panchayats.*

2. *Minor Irrigation* :

(i) Water channels should be constructed by State Governments. In case of new irrigation schemes, water should be supplied to the cultivators at concessional rates during the first few years and there should be no disparity in irrigation rates charged on old and new irrigation works.

(ii) Electricity rates charged for lift irrigation schemes should be lower than those for industrial purpose.

(iii) An Irrigation Extension Service should be provided and minor irrigation works should be properly maintained. Demonstration farms should also be set up, where suitable cropping patterns should be evolved and improved irrigation practices demonstrated.

3. *Crops Campaign including Crop Competitions* :

(i) Special measures should be taken for intensifying the Japanese Method of Paddy cultivation, particularly in those States where the targets proposed are low in proportion to their acreage under paddy. The States should appoint special officers for intensifying the campaign.

(ii) Similar campaigns should be started for jute and groundnut also.

4. *Plant Protection* :

The resources and facilities of the Central Plant Protection Stations established at 14 places in India should be utilized to the maximum extent possible by the State Governments.

5. *Soil Conservation and Dry Farming* :

Pilot demonstration projects on 10 acre plots in a block of 50 acres each, with a view to cover 1/5th of the total contour bunded area for increasing agricultural production, should be started.

It is requested that necessary action may kindly be initiated to implement these recommendations and this Ministry informed of the action taken.

LETTER No. 99(16)/57-PRG., I, DATED THE 28TH JANUARY, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Minor Irrigation Programme—public contribution for works —modification.*

As you are aware this Ministry has so far been insisting on a high percentage of public contribution for all schemes and works relating to Minor Irrigation being executed through the Government agency. According to the Budget Manual the percentage of contribution should be fairly large in view of the fact that the bulk of the expenditure on minor irrigation works consists of labour costs. However, taking into

account the fact that usually for all irrigation works most of the State Governments get public participation in the execution of the schemes by way of either donation of the land or digging up of the field channels, it is felt that it would no longer be necessary to insist on a fixed percentage of public contribution for the actual implementation of these schemes. This has become all the more necessary in view of the food shortage and the need of giving top priority to Agriculture and minor irrigation.

It has therefore been decided that the Extension Agency should actively concern itself more in making the people irrigation minded and in the optimum use of water than on insisting upon a fixed percentage of contribution. This does not, however, mean that the State Governments should relax their efforts to secure as much contribution as possible in the execution of the schemes.

The receipt of this circular may kindly be acknowledged.

LETTER NO. F. 3(6)/58-PRG-I, DATED THE 21ST FEBRUARY, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Minor Irrigation Programme—State—managed works—relaxation of limit.*

During the recent discussions with the State Governments on review of the working of the programme, it was revealed that State Governments were not able to utilise fully the provisions under Minor Irrigation due to various reasons. In calculating additional food production, provision for Minor Irrigation under C.D. & N.E.S. budget has also been taken into consideration by the Planning Commission and it was considered that to the extent to which this provision is not fully utilised, there will be shortfall in production.

The Sixth Development Commissioners' Conference had recommended that only 25% of the total provision under Irrigation may be utilised on state-managed works. In view, however, of the emergent circumstances and the necessity of fully utilising the funds, it has been decided to relax this limit so long as the State Government will keep the objective of area development in view and ensure that the benefits are spread over as large a number of villages as possible.

Attention is also invited to this Ministry's letter No. 99(16)/57-Prg. I, dated January 28, 1958 wherein it was agreed to relax the fixed percentage of public participation for works executed by Government.

It is hoped that these measures will enable the State Governments to fully utilize the provision under minor irrigation in the block budget.

LETTER NO. 7(2)/1/58-PRG. I, DATED THE 10TH MAY, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Soil Conservation—recommendation of the co-ordination committee between the Ministry of Community Development & Ministry of Agriculture (Ministers' Level) held on the 17th April, 1958—suggestion communicated—*

The Co-ordination Committee (Ministers' level) Meeting held on the 17th April, 1958 while reviewing the work done by the various State Governments in soil conservation, felt that while Bombay and Rajasthan have made considerable progress in this field, the progress in other States has been comparatively slow. It was also felt that there was need for demonstration of soil conservation practices in these States which would require the training of the officers of the State Governments. It was felt that in the C.D. areas particularly, bunding of land should be taken up in the same way as road-making, and towards this purpose, it would be necessary to educate the villagers in soil conservation practices and to arrange exhibitions and melas and other village functions and show by means of charts, models and films, the various soil conservation measures that can be profitably undertaken. This Ministry endorses the above suggestion and requests the Development Commissioners to give a drive to the soil conservation programme in their respective States.

LETTER NO. 2(6)/58-PRG. I, DATED THE 13TH JUNE, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Fisheries—development of inland fisheries—Recommendations of the Mount Abu Conference & other recommendations circulated—*

In order to develop inland fisheries in an organised manner in the Community Development areas, this Ministry held discussions with the Ministry of Agriculture and a number of recommendations were agreed upon which were later endorsed by the Annual Conference on Community Development held recently at Mount Abu. Copies of the main recommendations and Conclusions of the conference have already been sent to you. The State Governments are, therefore, requested to consider implementing these recommendations with special reference to the following as early as possible and furnish this Ministry with a detailed report about the progress of their implementation to reach this Ministry not later than the 30th September, 1958.

1. *Detailed survey* :

A detailed survey of waters suitable for fish culture should be undertaken in each development block. A proforma for conducting a survey of tanks in Block areas to find out the suitability for the development of fisheries is given in the annexure 'A'.* Instructions may kindly be issued to the Block staff to fill this proforma and submit it for the consideration of the Director, Fisheries Department to the Head of the Animal Husbandry Department, if he is in charge of fisheries.

2. *Pattern of financial assistance* :

Central assistance is available for the development of fisheries. The full details of these schemes have been made known to all State Governments by the Ministry of Agriculture. However, the pattern of Central assistance for the fisheries schemes is given in annexure 'B'*.

3. *Appointment of Fisheries Extension Officer* :

The Mount Abu Conference recommended that whenever there is extensive scope for the fisheries development, Fisheries Extension Officer should be appointed who will not only be responsible for the proper and maximum utilisation of culturable waters but also for organising fisheries training for Village Level Workers.

The other suggestions made by the Mount Abu Conference, may be considered for early implementation, the most important of which are advance planning for the procurement of sufficient stock of fisheries seeds, and offering sufficient inducement to the village panchayats to take active interest in the development of fisheries in the tanks within their jurisdiction.

The receipt of this circular may kindly be acknowledged.

LETTER No. 2(7)/58-PRG. I, DATED 13TH JUNE, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Animal Husbandry Programme—Poultry Development—Recommendations circulated.*

In order that Poultry keeping, as an occupation subsidiary to Agriculture may be undertaken on sound lines, this Ministry has had discussions with the Ministry of Agriculture and evolved a few recommendations for implementation in the C.D. Blocks. These recommendations have been endorsed by the Annual Conference on Community Development held recently at Mount Abu. Accordingly the State Governments are requested to implement these recommendations with

*Not printed.

special reference to the following items as early as possible and furnish this Ministry with a report about the progress in their implementation before 30th September, 1958.

1. *Delay in the construction of buildings for Extension Centres* :

The State Public Works Departments, which are required to execute the buildings of the 300 Extension Centres to be established under the Plan, generally find it difficult to undertake them quickly because of their other pre-occupations, thereby impeding the progress of the Scheme. As the buildings are of a minor character, it is suggested that subject to the concurrence of the P.W.D. wherever these Centres are located within the Block areas, the Block agency may be utilised for their construction.

2. *Extension Centres*-cum-*Development Blocks* :

The All India Poultry Scheme sponsored by the Ministry of Food & Agriculture, provides for the establishment of 300 Poultry Extension Centres-*cum*-Development Blocks, or roughly one such unit for each district. Though it is anticipated that as many as 141 Centres would have come into existence before the close of the year 1957-58, against the target of 200, it is necessary that the rest should be established during the remaining years of the Plan period. It is requested that full advantage may be taken of the central assistance provided for this important Scheme by implementing it in its entirely, so that these potential district farms may come fully into position during the current plan period.

3. *Abolition of small uneconomical poultry units in the Blocks* :

The Abu Conference has recommended that the Block poultry units have generally not been successful and have not yielded results commensurate with the expenditure incurred. Such units should be closed down and works and equipment handed over to registered poultry breeders to be selected by the Block Development Committee. A few selected block popultry units which have proved most successful, may be expanded and converted into poultry Extension Centres provided for under the Second Five Year Plan or into District Farms under the control of the State Governments.

4. *Registration of private poultry breeders* :

The Mount Abu Conference recommended that to secure rapid development of poultry, Poultry Breeders Associations should be formed in each Block and that registered breeders should be assisted by the grant of suitable subsidies loans, etc. on terms and conditions to be worked out by the States in conformity with local conditions. The progress in the formation of these associations may kindly be intimated to this Ministry.

5. *Marketing* :

Poultry development should be undertaken in an intensive manner, in the first instance only in such of those blocks where there is no difficulty for marketing and towards the furtherence of this objective multipurpose co-operative societies and milk unions should be made use of for organising egg and popultry co-operatives.

6. *Propaganda regarding infertile eggs* :

The extension agency should actively concern itself with the production of infertile eggs and also propaganda regarding their nutritive value and for dispelling the commonly prevailing prejudice against their consumption for reasons of their being living entities. This may be done through intensive propaganda including demonstration, lectures, film strips, slides and other means.

7. *Advance assessment of demands for improved poultry and hatching eggs and arranging supplies from private breeders* :

The Block staff should assess the requirements of hatching eggs and improved birds, including the cockerels, well in advance of the breeding season by collecting the information through the V.L.Ws. The information should be passed on to the Poultry Development Officer of the State well in advance of the breeding season, so as to enable him to make suitable arrangements for meeting the demands during the season. Among the sources to be tapped for the supply of improved birds and hatching eggs, preference should be given to the registered breeders in the Blocks and they may be encouraged by obtaining the requirements of the Block from them.

8. *Disease Control* :

The Block Development Officer, with the help of the Extension staff, should chalk out and execute a programme for undertaking timely vaccination against Ranikhet disease and Fowl Pox of all the poultry in the Block.

9. *Schemes other than these of the Second Five Year Plan* :

In view of the growing need for augmenting poultry production and by way of supplementing the efforts made under the Second Five Year Plan, one or more of the following schemes may be taken up in the Blocks within the provisions of the Block Budget under Animal Husbandry. Any poultry development programme in the Blocks should keep in view the scope for multiplying improved poultry in these Blocks, as determined by the concentration of poultry in the area, dietary habits of the people and marketing facilities, which should also take into account the proximity of big cities and towns abounding in a large consuming population etc. The subsidies and concessions granted for poultry development schemes should conform to the policies underlying similar schemes sponsored by the Centre as well as the States.

Scheme for each Block	*Proable cost*
(a) Supply of 250 dozen hatching eggs at 50 dozens a year for 5 years at 50% subsidy.	Rs. 500
(b) Supply of 100 pullets and 20 cockerels to 20 persons, one in each group of 5 villages (5 pullets and 1 cockerel to each) at Rs. 5 per pullet and Rs. 4 per cockerel.	Rs. 580
(c) Establishing one poultry Key Village with 200 cockerels.	Rs. 800
(d) Hatchery demonstration—supply of 5 egg incubators of 150 capacity each to registered poultry breeders.	Rs. 1,500
(e) Popularising rearing of baby chicks—subsidising supply of baby chicks and poultry equipment like brooders, hoppers, wire net for 10 poultry breeders at Rs. 100 each.	Rs. 1,000
(f) Imrovement of 100 village poultry houses—supply of wire netting and cement to 100 persons at Rs. 10 each.	Rs. 1,000

These model schemes have also been endorsed by the Mount Abu Conference.

LETTER NO. 75(14)/57-PRG. I, DATED THE 16TH JUNE, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Agriculture—Seed multiplication farms—price of land increased.*

I am to enclose herewith a copy of the letter No. F.3-15/57-Seeds, dated the 4th June, 1958 of the Ministry of Agriculture on the above subject, increasing the ceiling of the cost to be paid per acre of land acquired for the purpose of seed multiplication farms from Rs. 500. This Ministry, therefore, feels that there should be no difficulty for the State Governments to go ahead with the scheme of setting up of seed multiplication farms according to the target laid down for your State. The progress in the setting up of seed multiplication farms may kindly be furnished to this Ministry, in continuation of this Ministry's D.O. of even number dated the 19th September, 1957.

ENCLOSURE

Copy of the letter No. F. 3-15/57 Seeds dated the 4th June, 1958 from Deputy Secretary to the Government of India, Ministry of Food and Agriculture, New Delhi, to All State Governments

SUBJECT :—*Setting up of Seed Farms under the Scheme for the Multiplication and Distribution of Improved Seeds.*

I am directed to say that as the State Governments are aware, admissible cost of land for the setting up of seed farms is restricted to a maximum of Rs. 500 per acre. It has been observed that the main difficulty in the establishment of the farms as scheduled is the non-availability of land due to high cost. Relaxation was accorded in this Ministry's letter No. 13-1/56-Seeds dated the 3rd/4th January, 1957, for diversion of funds from one non-recurring item to another and to take land on lease. This question was also reviewed at the Agriculture Ministers' Conference held at Srinagar in October, 1957, and that Conference recommended that the admissible cost of land should be raised from Rs. 500 per acre to Rs. 1,500 per acre.

2. The Government of India agree to the ceiling for this purpose being raised to Rs. 1,500 per acre, on the understanding that additional amount required for 1958-59 will be met from out of the Annual Plan ceiling already laid down by the Planning Commission for both the State and Central Shares under the Agriculture Sector.

LETTER NO. F3(13)/58-PRG. I, DATED THE 17TH JUNE, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Minor Irrigation—Forecast of the area of extension irrigation.*

For all stage I Blocks there is a provision of Rs. 3.4 lacs towards Minor Irrigation and Reclamation (including Soil Conservation) and in stage II, there is a provision of Rs. 85,000 for the same purpose. The total outlay on Minor Irrigation under the Community Development Programme in your State would be this provision multiplied with the number of stage I Blocks and stage II Blocks. This entire provision can be spent on Minor Irrigation, Reclamation, Soil Conservation etc. as well as on other productive agricultural schemes including rural electrification. Therefore, it becomes all the more necessary for this Ministry to have a forecast of the total acreage to which irrigation can be extended. No doubt, in the absence of any ceiling laid down for the diversion of this provision for schemes other than those of Minor Irrigation, it would be difficult for the State Government to give a correct estimate of the total area likely to receive the

benefit of irrigation in the Community Development Blocks, but this Ministry will be grateful if this information can be collected from the Blocks and a fairly correct estimate of the area proposed to be covered under Minor Irrigation for the Second Five Year Plan be made available to this Ministry as early as possible.

2. The receipt of this circular may kindly be acknowledged.

LETTER NO. 5(26)/58-NIT, DATED OCTOBER 16, 1958. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT :—*Main recommendations and conclusions of the Annual Conference on Community Development held at Mount Abu—Co-operation.*

I am directed to refer to this Ministry's letter No. 5(26)/58-TG-1, dated July 9, 1958, on the above subject, and to say that the question of augmentation of the credit facilities for seasonal agricultural operations in order to meet a substantial portion of the total requirements, particularly of small primary producers, was taken up by this Ministry with the Reserve Bank of India, with the request that it should consider increasing *its limits of accommodation both for co-operative credit* and marketing on the basis of recommendations of the Srinagar Seminar held in October, 1957. A copy of this Ministry's letter No. 5(26)/58-TG-1, dated July 9, 1958, addressed to the Reserve Bank of India together with a copy of the Bank's reply No. Plan 3365/PR. 205-58 dated 6-10-58 is enclosed. It is requested that the views and observations of the Reserve Bank of India may kindly be examined and comments of the State Governments thereon, with special regard to the local conditions obtaining in their respective States, may kindly be furnished at an early date.

ENCLOSURE

Copy of letter No. 5(26)/58-TG-I, *dated July* 9, 1958, *from the Under Secretary to the Government of India to the Chief of Agricultural Credit Department, Reserve Bank of India, Bombay.*

SUBJCT :—*Main Recommendations and Conclusions of the Annual Conference on Community Development held at Mount Abu—Agricultural Credit.*

"It was also revealed that in spite of genuine attempts made to Development held at Mount Abu considered the question of providing a substantial portion of the total requirements for agricultural credit and made the following observation :

"It was also revealed that in spite of genuine attempts made to liberalise and simplify the procedures and the co-operative bye-laws and to increase the quantum of finance available by methods like

increase in the membership, increase in share capital and deposits, the credit being made available was not enough to meet a substantial portion of the total requirements for agricultural credit due to shortage of funds.

The Conference, therefore, recommended that the Reserve Bank of India should consider increasing its limits of accommodation both for co-operative credit and marketing, on the basis of the recommendations made at the Srinagar Subject-Matter Seminar in October, 1957".

A copy of the recommendations made at the Srinagar Subject-Matter Seminar regarding the procedure for providing agricultural finance to small and non-creditworthy cultivators is enclosed for ready reference.

It is requested that the Reserve Bank of India may kindly examine the whole question to see as to what extent it can further assist in meeting this genuine difficulty of the small primary agricultural producers. Such decision as may be taken by the Reserve Bank in this behalf may kindly be conveyed to this Ministry and the Ministry of Food and Agriculture to enable our taking further action.

Policy and procedure for providing agricultural finance to small and non-creditworthy cultivators

For the purposes of production and achievement of targets adequate supply of agricultural finance is essential. For this following steps should be taken :—

(a) The present policy and procedure regarding advance of loans, giving of guarantees should be reviewed especially by the Reserve Bank, State Governments, apex banks. The objective of the review should be to utilise more fully as well as to liberalise the facilities available from the Reserve Bank. The Committee recommended by the Development Commissioners' Conference held at Mussoorie to go into this matter should meet quickly.

(b) Share money from cultivators may be collected in easy instalments.

(c) Short-term loans may be granted to cultivators on the basis of anticipated crops and not on the basis of security of landed property, provided the following conditions are fulfilled :—

(i) Loans are to be granted on an estimate of anticipated crops;

(ii) there is effective link between credit and marketing;

(iii) there is effective supervision of the use of the credit;

(iv) a provision is made in the Co-operative Societies Act treating such loans as a charge on the crops for which they are advanced. Pending such a provision, the loanee may be required to execute a bond creating such a charge;

(v) the losses which Co-operatives will suffer on account of grant of loans under this system should be shared by the Primary Societies, District Co-operative Banks, State Co-operative Banks and the State Governments concerned.

(d) A definite quota of funds available for agricultural credit with co-operative financing agencies should be reserved for financing such cultivators.

(e) As B.D.Os. and V.L.Ws. will have to take active interest in promotion of co-operatives, their education and field experience in relation to co-operation need to be strengthened as it appears generally not to be adequate to meet the requirements. The course of training of V.L.Ws. and B.D.Os. should be intensified, refresher classes in in-service practical training should be held for the purpose.

Copy of letter No. Plan 3365/PR. 205-58 dated 6-10-58, from the Assistant Chief Officer of the Agricultural Credit Department, Reserve Bank of India, Bombay, to the Under Secretary to the Government of India.

Annual Conference on Community Development held at Mount Abu—Recommendation to liberalize the fixing of credit limits by the Reserve Bank for agricultural credit :

Please refer to your letter No. 5(26)/58-TG-I, dated 9 July, 1958 on the above subject. We would like to inform you that the Standing Advisory Committee on Agricultural Credit of the Reserve Bank of India considered at its fifth meeting held in January 1956 the issue of liberalizing the standards the Reserve Bank had adopted in fixing credit limits for Co-operative Financing Banks for providing finance for seasonal agricultural operations and marketing of crops. The Committee recommended the liberalization of the existing standards mainly on the consideration that marketing finance would be required in larger proportions than hitherto under the integrated scheme of rural credit. The revised standards, in comparison with the then existing standards, are given below :—

Audit Classification	*Existing Standards*	*Revised Standards*
'A' Class Banks	Normal 2 times the owned funds ; exceptional 3 times.	Normal 3 times the owned funds; exceptional 4 times.

Audit Classification	*Existing Standards*	*Revised Standards*
'B' Class Banks	Normal equal to owned funds ; exceptional 2 times.	Normal 2 times the owned funds ; exceptional 3 times.
'C' Class Banks	On the special recommendation of the Registrar of Coop. Societies equal to the owned funds.	On the special recommendation of the Registrar of Coop. Societies up to 2 times the owned funds.

The recommendation of the Standing Advisory Committee was conveyed by the Reserve Bank to the Registrars of Co-operative Societies of all the States *vide* our Circular No. ACD. 3186/F(SAC) 4/56 dated 25th April 1956 (copy enclosed). The results of the liberalisation on the credit limits sanctioned by the Reserve Bank for seasonal agricultural operations and marketing of crops can be seen from the following figures :—

(Rs. in crores)

Year		*Total of Credit limits sanctioned*
		Rs.
1954-5	(Pre-liberalization standards)	21.21
1955-6	Do.	29.64
1956-7	(Post-liberalization standards)	35.25
1957-8	Do.	48.24

2. Further, the Reserve Bank commenced since March 1956 sanctioning long-term loans from out of its National Agricultural Credit (Long-term Operations) Fund to State Governments to enable them to participate in the share capital of co-operative credit institutions in their States. Such State participation would enhance the owned funds of the institutions, and thereby enhance further the credit limits fixed by the Reserve Bank. Particulars of loans sanctioned to and drawn by the State Governments during the last two years are indicated below :

(Rs. in lakhs)

Year	*Total of loans sanctioned*	*Amounts drawn*
	Rs.	Rs.
1956–7	289.70	160.46
1957–8	606.98	583.39

3. The Reserve Bank was giving the State Co-operative Banks under Section 17(4)(A) of the Act medium-term loans for agricultural purposes for periods not exceeding five years on the following terms :

(i) the amount was not to exceed the owned funds of a State Co-operative Bank; and

(ii) the amount was not at any time to exceed five crores of rupees in the aggregate. This sanction was amended by Act 24 of 1955 and these restrictions were dropped.

Particulars of medium-term loans sanctioned to and drawn by the State Co-operative Banks during the last two years are indicated below :

Year	*Total of medium-term loans sanctioned*	*Amount drawn*
		(Rs. in lakhs)
1956–57	167.00	106.11
1957–58	772.00	279.65

4. These measures have resulted in liberalizing considerably the Reserve Bank's standards for fixation of credit limits, thus enabling a larger flow of rural credit from the Bank. It is felt that there is no need at present to further liberalise our standards.

5. We may add that most State Co-operative Banks do not exhaust the credit limits sanctioned by us for a year. A good part of these limits are left undrawn during the year. This is a matter that will have to be taken up with the State Co-operative Banks, who will presumably say that the Central Co-operative Banks had not applied for loans, and the Central Co-operative Banks in their turn are likely to say that the agricultural credit societies had not applied to them for loans. It will thus be seen that the drawal of loans by agriculturists depends on their asking for them from their credit societies and these societies presenting their applications to their Central Co-operative Banks. If the agriculturists can satisfy the primary credit societies that they can repay the short-term loans asked for on the due dates, the societies will accommodate them with loans. They do not insist on the mortgage of land for loans for agricultural operations if repayment of the loan is not in doubt.

Copy of Reserve Bank of India letter No. ACD. 3186/F. (Sac)-4-56 dated 25-4-56, to all the Registrars of Co-operative Societies.

Rediscounts for and advances to State Co-operative Banks Liberalization of credit limits in respect of Reserve Bank finance for Seasonal Agricultural Operations and Marketing of crops :

The Standing Advisory Committee on Agricultural Credit at its fifth meeting held in Bombay on the 16th and 17th January 1956 considered *inter alia* the case for liberalizing the existing standards followed

in fixing credit limits to co-operative banks. In pursuance of the recommendations of the Committee in this regard, it has been decided that the following revised standards would be applicable while sanctioning credit limits to central co-operative banks :

'A' Class Banks—normal 3 times the owned funds, exceptional 4 times.

'B' Class Banks—normal 2 times the owned funds, exceptional 3 times.

'C' Class Banks—on the special recommendation of the Registrar up to 2 times the owned funds.

2. The owned funds for this purpose will generally consist of the paid up share capital and statutory reserve fund only. But, in view of the widely divergent conditions in different States and as between different institutions, the need for adequate flexibility will be kept in mind in regard to the definition of 'owned funds' for fixing credit limits as multiples thereof. Due account will also be taken of the general working of the institution applying for a credit limit as revealed by its audit and inspection reports.

3. In this connection, it would be helpful if the Registrars could bring to the notice of the Reserve Bank concrete cases where the existing prescribed limits, *viz.*,

'A' Class Banks—normal 2 times the owned funds exceptional 3 times.

'B' Class Banks—normal equal to the owned funds exceptional 2 times the owned funds.

'C' Class Banks—on the special recommendation of the Registrar of Co-operative Societies equal to the owned funds.

have in practice been found to be inadequate.

LETTER NO. 1(103)/58-PRG-I, DATED THE 20TH NOVEMBER, 1958 FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS

SUBJECT :—*Effective steps to bring about a more vigorous implementation of the Agricultural Production in the Blocks—Recommendation of the staff conference of Development Commissioners held on 6-7th November,* 1958 *in Delhi.*

I am directed to forward herewith a copy of the recommendation of the Staff Conference of Development Commissioners held at Delhi

on November 6-7, 1958 relating to adoption of measures for increasing Agricultural Production in the blocks. Towards fuller implementation of the programme, the Conference have suggested the following steps:—

(i) A compaign for increasing Agricultural Production should be organised for next Kharif season.

(ii) A drive for preparing compost should be launched during December and January with targets fixed for each family.

(iii) Indents for seeds and fertilizers should be placed well in advance.

(iv) The primary task is to educate and teach the farmer for adoption of improved techniques of crop production through demonstrations.

(v) There should be adequate supervision in the block programme.

(vi) Maintenance and repairs of existing Minor Irrigation works should be given priority and conducted on a drive basis.

It is requested that necessary steps may kindly be taken to implement these recommendations under intimation to this Ministry.

Enclosure 1

Effective steps to bring about a more vigorous implementation of the Agricultural Production Programme in the Blocks.

(a) *Drive for compost making.*

(b) *Drive for Renovation and Repairs of Minor Irrigation Works.*

(c) *Top most priority to food production programme in Blocks by budgetary action on items other than "Agriculture and Minor Irrigation."*

It was decided that a campaign for increasing agricultural production should be organised during the next kharif season. For this, it was considered necessary to take up advance planning; and accordingly preparatory work should start right from now so that complete details may be worked out for the success of the campaign.

2. In this context, it was considered necessary to take up, during the months of December, and January, a drive for preparing compost in larger quantities than hitherto. It is not the intention to merely dig compost pits, but also to fill up all the existing pits, and to produce more and better quality of compost by utilising all waste materials, including animal urine. It is desirable to fix a target of compost production for each family taking into consideration the holdings of the family and the animals owned by them. Compost prepared in the fields, largely from the organic matter, ought to be specially encouraged.

3. Secondly, the indents for seeds and fertilisers should be placed well in advance, and it would be useful for the States to indicate to the Ministry of Agriculture the requirements of rabi seeds for the next rabi campaign by January, 1959, so that the seeds could be gathered immediately on harvest. The drive for the next kharif crop should be planned from now on the basis of the last kharif and current rabi campaigns as it takes at least six months to work up a campaign of this nature.

4. For increasing agricultural production, apart from the administrative and organisational matters which are important, there is an important educational aspect of convincing farmers and training them for adopting improved techniques of crop production with the assistance of result and method demonstrations. Since production compaigns cannot be continued as a permanent measure, it is necessary to place emphasis on this educational work in which the demonstration features prominently. Greater attention should therefore be paid to planning, financing, supervising, and making use of these demonstrations for training the farmers.

5. It was agreed that the agricultural work should receive the topmost priority in the community development programme, and to ensure that other items do not impinge on the agricultural work, there should be a seasonal list of priorities in connection with the community development work so that gram sevaks could take up other items of work in the non-agricultural season without impairing the multipurpose nature of the programme.

6. The need for adequate supervision of the block programme was recognised, and the State Governments undertook to issue clear instructions regarding the scope and the nature of inspection, and supervision to be carried out by the officers at various levels with a view to make the inspections thorough and educative.

7. It was agreed that the maintenance and repairs of existing Minor Irrigation works had not received adequate attention and it was necessary to take up this work as a drive in order to achieve full benefits from them. But there was difference of opinion about the time and duration of the drive and of the available public participation. Many difficulties were also expressed such as limitation of funds available for the purpose and lack of adequate technical staff required for survey, design, estimate, and execution in case of renovation and repairs of comparatively large works. It was also pointed out that as these works benefited only a few individuals and not the entire village population, it was difficult to enlist much people's participation except in cases where these works were also used for general community purposes, such

as 'Nistar' tanks in Madhya Pradesh which were used for water supply also. In many cases, where the water-spread had been gradually out away, it was apprehended that it would be difficult to get the land back from the present occupiers. Notwithstanding these difficulties the concensus was that the drive should be undertaken to whatever extent feasible.

COTTAGE INDUSTRIES

LETTER NO. CPA/CI & C/19 (GENL) 52-53 DATED THE 3RD APRIL, 1954 FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT.—*Cottage Industries Programme—Slow Progress.*

The schemes for cottage industries to be started in the first 55 community projects sanctioned for 1952-53 have practically been drawn up for all the projects, except in respect of four States. All the amounts sanctioned under the Cottage Industries Programme have to be spent during the period of the community projects, namely, by 1955. Looking at the expenditure incurred so far under this programme, it is observed that very little has been spent on cottage industries. While it is admitted that a good deal of time was taken in drawing up schemes, it is very necessary to make up for lost time now by speeding up the activities and implementing the schemes that have been sanctioned.

2. The question for immediate consideration is what step should be taken for the speedy implementation of the schemes under the Cottage Industries programme. The promotion of cottage industries, it is needless to say, is a very important item of the programme from the point of view of employment and production; next only to Agriculture.

3. One of the difficulties facing a large majority of States is that they do not have adequate machinery for organising and supervising village and small scale industries. This matter has been discussed with the Ministry of Commerce and Industry and it is felt that all the States should have a Joint Director (Extension) for development of village and small-scale industries. The Joint Director (Extension) should also be supported by technical experts for the important industries which a particular State wants to develop. The Ministry of Commerce and Industry would be writing to the States about this in due course but this long-range programme, will not be of much help for immediate and speedy execution of the schemes under the Community Projects Programme. It is, therefore, suggested to the States that where an adequate administrative machinery for development of cottage industries does not exist, a Joint Director (Extension) and two technical experts at the State level may be appointed from the funds allocated under cottage industries in the community project budget in respect of Part A and Part B States and one Joint or Deputy Director (Extension) may be appointed for Part 'C' States. A sum not exceeding Rs. 20,000 is sanctioned for a year for each Part 'A' and Part 'B' State and a sum not exceeding Rs. 8,000 for each Part 'C' State. These sanctions for Joint Director (Extension) and

experts are made on the definite understanding that after one year, this staff will be absorbed and retained by the State in the normal Department for development of village and small-scale industries.

4. The Joint Director (Extension) should have full powers under the State Aid to Industries Act enjoyed by the Director of Industries in respect of granting loans for village and small scale industries in the community projects and adequate powers also should be delegated to the Project Executive Officers in granting loans for village and small scale industries.

5. It has been observed that in many of the States the rules and regulations for granting loans for village and small-scale industries are very rigid and it is not possible for an artisan to get loans if he is not in a position to furnish immovable property as security. It is suggested that, if necessary, special rules and regulations should be framed in respect of granting loans for village and small-scale industries in the community projects, not only on the security of immovable property but also on personal surety and security of movable property like equipment and implements.

6. It is suggested that the Panchayat and Co-operative Officer provided for each Community Project should be specially deputed to organise village and small-scale industries in the project. In special cases, one technical officer was sanctioned for certain community projects in addition to the Panchayat and Co-operative Officer.

7. In order to implement the various training schemes for cottage industries' training programmes, steps should be taken immediately for

(a) Recruitment of staff

(b) Construction of new building and

(c) Purchase of machinery and equipment

that have been approved in the respective schemes. It is suggested that the rules and regulations of the States should be so revised that there should be no delay in putting up the necessary building, recruiting the required staff, and purchasing the necessary machinery and equipment for the cottage industries programme.

8. As is known to the State Governments, under the community projects budget, there is no provision for subsidy to be given for cottage industries. Of the amount of Rs. 4·5 lakhs out of Rs. 65 lakhs earmarked for cottage industries, 50 per cent is loan and 50 per cent is other than loan. The amount allocated under "Other than loan" is intended for training artisans and also for financing any demonstration activities. In this connection the States are requested to co-ordinate the

various programmes of development for village and small-scale industries undertaken by the Khadi and Village Industries Board, the All-India Handloom Board, and the All India Handicrafts Board, with that of the industrial development activities of Community Project.

9. It is requested that the State Government may examine the above suggestions in the light of the existing machinery and practice in the State and send their comments to this Administration at a very early date. It will also be appreciated if the State Government bring to our notice any other suggestions that will facilitate the speedy implementation of the Cottage Industries Programme.

D. O. LETTER No. CPA/CI & C DATED THE 10TH JULY, 1954, FROM SHRI U. L. GOSWAMI, SECRETARY, C.P.A., NEW DELHI, TO DEVEVLOPMENT COMMISSIONERS OF ALL STATES.

From the copy of the report of the International Planning Team on Small Scale Industries in India sponsored by the Ford Foundation which was sent to you with our letter No. CPA/CI&C/60/53-PP, dated 11th June, 1954, you must have observed that the report did not deal specifically with the development of cottage industries in the community project areas. A request was, therefore, subsequently made to Mr. Ramy Alexander of the team if he could prepare a supplementary memorandum as a result of the Team's visit to the community project areas.

A copy of the memorandum prepared by Mr. Alexander is enclosed herewith (annexure I). The approach indicated in the note is realistic. It is considered necessary that those who are in-charge of planning industrial development in rural areas be alive to new opportunities which the improvement in the general level of prosperity will throw open as a result of the community project programme. An attempt has also been made in this note to link up the work in the States with the work of the institutes of technology which will be set up by the Ministry of Commerce and Industry, I am sure you will find this note useful.

I am also enclosing herewith the proceedings of the meeting held on 15th June, 1954, at Bombay (annexure II) to consider the recommendations of the International Team on Small Scale Industries. In this connection I would draw your attention to para 4 (ii) regarding the constitution of the Regional Advisory Boards for each of the Institutes to be set up by the Ministry of Commerce and Industry. It has been recommended that each State should be represented by two officers. I would suggest that the State Governments may consider nominating the Development Commissioner as one of the two representatives of the State on the Board with the Director of Industries as the other representative.

The Administrator during his recent visit to Bombay took the opportunity of meeting Shri V. L. Mehta, Chairman, All India Khadi and Village Industries Board with a view to ensure the effective co-ordination between the activities of the Cottage and Village Industries Board and those under the projects programme. A copy of the record note of discussion (annexure III) along with a copy of the note prepared by this Administration which formed the basis of discussion with the Chairman of the Board (annexure IV) are enclosed herewith.

A copy of the pamphlet giving a summary of the Village Industries Schemes prepared by the All India Khadi and Village Industries Board for 1953-54 was forwarded to you *vide* our letter No. CPA/CI & C/58/52, dated the 22nd September, 1953. On October 13, 1953, we had also intimated the name of the Zonal Organiser of the Board for your State, who had been advised by the Board to pay visits to your community project areas. I would, therefore, suggest that you contact the Zonal Officer and make the best use of the best use of the facilities offered by the Board.

Enclosure I

Village Crafts and Rural Development

In Bengal, Bihar, and Punjab, the Ford Foundation Small Industries Team visited several villages in the areas of the Community Development Project and some of its training centres. Impressions received and observations made there are an integral part of the Team's general survey, and contributed to its conclusions and recommendations. During our travel, a running exchange of opinions on the various problems related to the Community Development work and on their solutions took place among the members of the Team. In summing up what appears to me as a relevant part of these views, I have to shield the other members of the Team from any responsibility for all possible failings of my powers of recollection and understanding, as well as for any opinion of my own entered into this summary.

A Pattern of Analysis.

In going from village to village we saw a great diversity in the position of the craftsmen and an even greater variety in what could be considered their prospects of work in the future. In trying to establish some co-ordinates for a clearer understanding we found that, essentially, the situation of the craftsmen in each village was determined by the interplay of four factors :

(1) General level of prosperity in the village ;

(2) Degree to which the traditional barter system and the respective status of the craftsman is preserved;

(3) The extent, if any, and the trend in the use by the villagers of outside products and services in competition with local craftsmen, and the tempo of such trend ;

(4) Opportunities for new type of work in the village for the sales outside the village.

These factors can be evaluated. They can be confronted and, as a result, it should become clearer in what direction a given craftsman could be responsibly guided.

These factors are of a changing nature. Their evaluation must, therefore, be projected in the future and the conclusions will be inescapably subjective. But the conclusions will be made on a sound basis and designed for the particular case of the village, of the craftsman who is expected to benefit from the suggested action. The proportion of errors, it seemed to us, should be smaller than in decisions based on general trends and on average figures.

Our approach to these basic factors was, in brief the following :—

(1) The higher the general level of prosperity in the village, the better, as a rule, is the position of the craftsmen. It must be kept in mind, however, that better crops would mean also, in the long run, more cash in the hands of the villagers and may lead to the beginning of outside purchases and to the inevitable weakening of the barter system.

(2) In spite of several positive aspects in the traditional status of the village craftsmen, an effort to preserve such economic status in a dynamically developing economy is bound to be frustrated in the future; the best energies should be used, instead, to give a new form and a different economic basis to the social relations between the craftsmen and their neighbours.

(3) Purchase of industrial products by the villagers. In our opinion, an attempt to oppose or to slow down such a trend would be both futile and unjustified. On the other hand, if new needs and new tastes do appear among the villagers, local craftsmen might be able to satisfy some of them even in competition with the industries outside. This leads to New opportunities.

(4) The changes now in progress in the village life may go against traditional trades in many cases. Yet, at the same time, they carry new potential opportunities for the craftsmen, most of whom are not in a position to visualize such potential opportunities and even less so, to take advantage of them—if guidance and help are not forthcoming.

The new possibilities lie above all in the village itself. All hopes—and many signs—are that the total consumption of commodities will be slowly growing in the rural areas. But the type of some commodities is changing. The problem for the craftsmen is to indentify the articles he could make to satisfy the new demand, the problem is often to invent new articles or to devise new services. Here is where greatest assistance could be given.

Some of the craftsmen could be helped to produce for town and city markets as well, and some even for exports. In this case the assistance, besides the proper study of production, would have to cover the organization of marketing.

A Few Notes on Single Crafts.

The following illustrations should further clarify our view-point.

Blacksmiths.—In the long run, the best prospects of work *in villages undergoing a relatively fast change* should lie for the blacksmiths not so much in the making of things as in the services connected with new implements and appliances, especially in repairs. Repairs of bicycles, well pumps, steel ploughs, the installation and repairs of electric wiring, and so on, are gradually bound to become more and more of a daily need. The training of the younger generation in the blacksmiths' families for such work would give them good opportunities for the future. The blacksmithy could also become a distributing point for spare parts for these groups of articles.

For a certain number of blacksmiths the making of properly designed appliances, such as stoves, for example, could represent a basis of work with noteworthy developments. Here much depends on the ingenuity of the basic model, which would have to be studied and tested in some qualified development centre (such as the Village Crafts Dept. of the proposed School of Design). Many daily chores can be relieved by the use of objects of simple and inexpensive construction; but the working out of a first new model takes much knowledege and imagination.

A small number of especially gifted blacksmiths could be helped to develop wrought iron articles for the sale in the cities and for export.

Carpenters.—Do not have much to fear from the outside industrial competition. Improvement of housing and a slowly but manifestly growing use of simple furniture should supply sufficient prospects work, providing an appropriate training is given in time.

Potters.—Whatever decrease there is in the daily use of potters' wares in the village, it could be more than compensated by the work for better housing, better irrigation and sanitation, work that the potter can

be led to do. Again, as in other cases, the development of really suitable models is a problem for well-equipped centres. But if necessary assistance is given, there is no reason why potters could not make floor and roof tiles, small drainage and irrigation pipes, water reservoirs for individual homes, stoves (in collaboration with the blacksmiths, perhaps), simple toilets.

The installation of a family water reservoir raised so that it can supply *running water* for 24 hours, provided with a filter so that it can also be used for safe drinking would not be just a "slight improvement" of the present conditions. It would be a greater step in the direction of better hygiene and better living than any consequent step from there on could be, porcelain and chrome bathrooms not excluded.

Tanners.—Village tanning presents a difficult set of problems. Industrial competition is more menacing to village tanners than to other craftsmen if the difference in quality and in price are weighed against each other. Besides, large tanneries feel a shortage of hides and as the time goes on and the barter system recedes, will make the procurement of raw material more and more difficult for the village tanner. Small well-equipped co-operative tanneries servicing a district could possibly be an answer—they would have at least the advantage of lower freight costs. If they were set up by craftsmen having traditional rights to the carcasses, they could somewhat prolong a satisfactory functioning of the barter system. There are objections however to new investments in tanning equipment while some of it is idle in the larger industries; the Five Year Plan is not quite definite on this point. At any rate, if for this and other reasons small modern tanneries are unadvisable, if decentralization of the working process also proves impossible, schemes for village tanneries should be considered as a rear-guard action designed to make the retreat slower and smoother, hardly more than that.

Basketry and Matting.—A wider use of this craft could be studied and promoted: as housing and building fixtures, as rush seats and other elements of furniture, in the lines of wearing apparel, such as umbrellas, hats, handbags, and other articles especially on demand in the foreign markets.

Problems of Constructive Assistance.

Even from these few notations, brought in to indicate the Team's direction of thought, the difficulties in the path of an action to assist village craftsmen appear quite clearly. Here is a multitude of men whose livelihood depends on a market changing under their eyes—their own village—while they are unable to foresee the impacts of the change and are unaccustomed to planning in general. Some of their

opportunities lie in the city and in the foreign markets, of which they know nothing. Their future depends not on simple improvements in the practice of their trade but on their ability to produce well studied, sometimes entirely new, objects designed to meet very specific requirements, different from place to place, from one case to the next. Could there be a method to review individual problems of the craftsmen so that a number of suitable solutions could be sought by those equipped to find it ?

Fortunately, the existence of a capillary organization within the Community Development Administration seems to provide a positive answer to this question. Single craftsmen can be reached and their position estimated—we would propose to do it, of course, within the pattern of analysis previously described. This would give a foundation to any concerted effort of assistance.

As a matter of fact, requirements for an effective assistance to craftsmen are :

1. Periodical appraisal of the problems of the individual craftsman against the particular background of his village.

2. Finding of qualified advice for their solution.

3. Help in the implementation of such advice.

The Community Development Administration is the only agency in a position to fill the first requirement. It could have the function of a necessary link in the realization of the other two.

An attempt to provide every development block with specialists able to find their own independent solutions would be futile. So many specialists of the necessary calibre and creativeness are not available. But it would seem possible that to every block centre be assigned one or more special officers with a general experience in production and capable of an accurate appraisal of the situation, of the difficulties and prospects of work for the village craftsmen. Detailed information that village level workers would be instructed to gather, would form the basis, and of course, special officers would have the continuous personal contacts with the craftsmen of their area.

The resulting requests for advice would then be conveyed to special state or Central Community Development Administration Offices. This office or offices would be in charge of liaison with the competent sources of consultation and of technical information. Work of practical research concerning village crafts is being conducted now at various points scattered all through India—the Central Office would collect information from them; it would be in constant touch with the

existing specialized institutes, with the planned Institutes of technology for the small industries, with the National School of Design, with any other public or private organization that could supply information or advice required by the case.

Being in possession of requests from many development centres, this office would also be in a position to determine in what case a number of similar request could warrant the sending of a specialist in the field for a tour of practical instruction and guidance.

It could distribute periodically to all the block headquarters orientation bulletins with a digest of requests and practical solutions reached anywhere in the country.

It would also promote cooperation and consultation among the draftsmen of various trades in the village and help them to develop that kind of understanding and of foresight, which producers of goods in a modern community ought to have.

Finally, this sector of the Community Development Administration could be of assistance to the craftsmen in finding sources of financing or of new equipment when such will be exceeded.

This structure would call for a select but limited additional staff and a relatively modest expenditure. It would make possible, it would make intelligible a two way communication between the single village craftsman and those who can be seriously of help to him.

Diversified Assistance.

Rural development means introduction of dynamics not just for a brief period but for a long time.

In regard to village craftsmen this implies a fundamental change. They will have to plan, to adjust production, to the changing demand, to know the cost of production, to compete in a market which is gradually expanding up. In addition to the professional skill, the new situation will call for business sense and a certain ability in administration. Those are mainly innate gifts and, so, a natural selection will become unavoidable. Those among the skilled artisans who have also business capacity have good prospects as independent producers. In any programme of assistance basic opportunities should be offered to all but special encouragements should be given with discrimination: in one form to a craftsman who has the makings of a businessman, in a different form to another who has outstanding talents in his craft but none for business. Again, proper discrimination is at the basis of any effective assistance.

ENCLOSURE II

ANNEXURE II

Proceedings of the meeting held on June 15, 1954 *in Textile Commissioner's Office at Bombay to consider the Recommendation of the Ford Foundation Team on Small Scale Industries*

The Minister for Commerce and Industry Shri T. T. Krishnamachari, who attended the meeting for the first one hour, addressed the meeting and mentioned that it was the Central Government's firm intention to increase the tempo of development of small scale industries and promote much more active measures of Government assistance for this purpose than have been undertaken so far. He hoped that State Governments would give the utmost cooperation in implementing these measures.

Outlining some of the suggestions he wanted special stress to be laid on marketing of small scale industries products and expected the meeting to consider the type of organisation that should be set up for this purpose. He advised liberalisation of the rules guiding the advance of loans and other financial assistance to small scale industries and offered to consider under-writing part of the losses that may be incurred by the State Governments in doing so. He mentioned that while it had been decided to set up Four Regional Institutes of Techlology for the benefit of the small scale industries, if the experiment succeeded, the establishment of an Institute in each State and perhaps even more than one Institute in some States may be considered. He advised the meeting not to limit their efforts due purely to considerations of finance as arrangements could be made for additional funds if these are required. The Institutes would not work in the fields covered by the handloom, khadi and village industries as these have already been covered by other Organizations.

He informed the meeting that it had been decided that Shri Jang Bir Singh will be placed in charge of the development of this programme with a Small Scale Industries Board including representatives of State Governments to advise him. To establish better liaison and co-operation with the State Governments he invited the latter to offer the Central Government some officers from their cadres for manning the Institutes and the Marketing Organisation etc. He would also like to have one or two officers in some of the major States who would be drawn from the State Government's cadre but would be on deputation to the Centre and would act as liaison officers. Meetings of the States' and Central Government officers should also be held periodically at regular intervals in future.

2. Shri H. V. R. Iengar, in his introductory speech, drew the attention of the meeting to the report of the Ford Foundation Team and mentioned that this report had put together a series of integrated proposals which in order to be effective had to be taken up simultaneously. He would like the meeting to consider the following specific measures now to be taken :—

(1) He referred to the four Regional Institutes that were to be established and invited suggestions regarding the location of the Institutes, the areas that they will serve, the nucleus staff that should be appointed, the liaison that this staff will have with the State Departments of Industries and the scope of work that the staff can take up immediately apart from the planning of the Institutes.

(2) He drew the attention of the meeting to the difficulties that the small scale units faced in marketing their goods and suggested that the meeting may consider if the Regional Institutes could be advised to undertake immediately market research in certain items of small scale industries in their areas. In this connection the meeting could consider also what measures were being taken for quality control of small scale industries products and what could be done in the future.

(3) The meeting could consider also whether in addition to the marketing survey each Institute could immediately take up specific problems of specific industries. This would be side by side with the long term planning of the work of the Institute.

(4) He, drew the attention of the meeting to the inadequacy of the existing facilities for providing finance to small scale units and the suggestions made by the Central Government and by the Ford Foundation Team in this regard.

(5) Mr. Iengar also referred in general to the need for encouraging use of electric power by small scale industries and of making such power available to them. He mentioned that the Ministry were considering in consultation with the Community Projects Administration a scheme to establish experimental Diesel Generator sets in selected areas.

3. The State Government representatives generally welcomed the report of the Ford Foundation Team. A reference was made by some of them to the existing training, research and technical institutions and marketing services. Utilisation of these existing facilities in buliding the future programme was stressed by them. The recommendations in the Ford Foundation Team's Report regarding the National School of Designs, the Customers Service Corporation etc. were referred to by

some of the State Government representatives. Shri H. V. R. Iengar stated that the meeting need not consider these other recommendations as they dealt primarily with the handicrafts side and were still under examination.

4. The following conclusions were reached after discussion :

Institutes.

(i) Regarding location of the Institutes, it was decided that there should be one Institute near about Howrah. It will cover the States of West Bengal, Bihar, Orissa, Assam, Manipur and Tripura. The second Institute should be established in U.P. or in the Punjab near about Delhi. The advantages and disadvantages of establishing this Institute at Faridabad, Nilokheri, Agra and Meerut were considered. It was decided that the decision may be taken by the Ministry of C. & I. later. This Institute will serve the States of U.P., Delhi, PEPSU, Himachal Pradesh Jammu and Kashmir, Rajasthan and Ajmer. The third Institute will be set up in Bombay State and will serve the States of Bombay, Saurashtra, Kutch, Hyderabad, Madhya Pradesh, Madhya Bharat, Vindhya Pradesh and Bhopal. The fourth Institute will be set up somewhere in Madras State and will serve the States of Madras Andhra, Mysore Travancore-Cochin and Coorg. It may be necessary also to set up Branch Units for some of the Institutes immediately.

(ii) It was further decided that a Regional Advisory Board be set up for each Institute to advise on the planning and working of the Institutes and how to make the fullest use of the facilities in the existing Institutes of the States. It was suggested by the Central Government that the Institutes should devote particular attention to Community Project Areas which appear a promising field since a programme for general development is already being carried out in these areas, The State Development Commissioners could therefore be closely associated with the Regional Institutes. After discussion it was agreed that each State Government should be asked to nominate two representatives on the Regional Advisory Board. This Board should also advise the Regional Director regarding specific problems of specific industries that should be taken up immediately.

(iii) It was decided that a Regional Director with administrative experience and technical knowledge be appointed immediately for each Regional Institute to be established and that two or more officers be attached to the Regional Director. This nucleus organisation in consultation with the Regional Advisory Boards should :

(a) prepare plans for setting up of the Institutes and building up of the departments required taking note of all existing facilities and services available.

(b) undertake immediately Marketing Surveys in specific items; and

(c) take up an immediate programme for specific needs of specific industries.

Staff for Institutes.

(i) The staff could be drawn as far as possible from different States so that it has a regional character. The officers will be responsible to the Ministry of C. & I. but will, when necessary, be placed at the disposal of the State Governments for implementing special schemes. The Regional Directors would be appointed in the Rs. 1300-60-1600 grade and the other officers on the grades of Rs. 600-40-1000-1000-1050-1050-1100-1100-1150 and Rs. 350-350-380-380-30-500-EB-30-30-770-40-850. These are existing Central Government scales but they need not be strictly adhered to in case deviations are necessary for officers drawn from State Governments particularly when embarrassment of granting high scale of pay is to be avoided. The State Governments would be requested to inform the Ministry of C. & I. if suitable officers were available with them to man these Institutes.

(ii) It was also decided that till the buildings are constructed, the Institutes may be established in rented buildings.

FINANCES

The State Governments were asked to liberalise the rules governing security and procedure for granting loans in the light of letter No. 52-Cot. Ind (15)/53 dated 13-3-54 from the Ministry of Commerce and Industry. The Central Government will then, subject to the concurrence of the Finance Ministry, be prepared to meet half the loss resulting from such liberalisation up to a maximum limit so far as the Centre is concerned of 5 per cent of the total loans granted. It will be left to the State Governments to canalise the disbursement of such loans in regard to approved schemes if possible through State Finance Corporations, if not, through such other organizations as they think fit.

The Central Government would make loans available normally at 3-3/4 per cent interest to State Governments. (The Bihar Government representative suggested in this connection that the Central Government's contribution to the loans budget should be on a 50/50 basis).

It was decided that the State Governments should—

(i) inform the Centre if they agree to liberalisation of the conditions governing grant of loans;

(ii) draw up an approximate budget immediately for 1954-55 and 1955-56 of Funds that they would require for grant of such

loans to small scale industries and how much of this they could contribute themselves and what they would require from the Centre;

(iii) handling of the applications and recoveries will be the responsibility of the State Government and the Central Government loans would be made available direct to the State Government ;

(iv) the average period of advance of loans will be 10 years ;

(v) the maximum amount of the loan that can be granted under these facilities to any small scale unit will be Rs. one lakh.

DEFINITION OF SMALL SCALE INDUSTRIES.

The question of fixing a definition of small scale units who could get the benefit of these various facilities was raised. It was decided that a unit with capital assets of less than Rs. 5 lakhs and which employs less than 50 persons if working with power or less than 100 persons if working without power will be considered a small scale unit for the purpose of these facilities.

ENCLOSURES III

ANNEXURE III

Notes of discussions with Shri S. K. Dey, Administrator, Community Projects Administration, Planning Commission, New—Delhi.

The meeting was held at 2 p.m. in the Chairman's chamber in the Office of the Board on Wednesday the 30th June, 1954. The following were present.

(1) Shri V. L. Mehta, Chairman, All India Khadi & Village Industries Board.

(2) Shri R. Srinivasan, Member, All India Khadi & Village Industries Board.

(3) Shri S. K. Dey, Administrator, C.P.A. Planning Commission, New Delhi.

(4) Shri S. P. Mohite, Additional Development Commissioner, Government of Bombay.

At the outset Shri S. K. Dey stated that in working out the schemes by the Board, preference should, as far as possible, be given to Community Project areas in the country. After some discussions it was agreed that this can be done. Chairman also hinted that circulars in this regard will be issued to the Industrial Organisers of the Board.

2. Then the discussions centred round the several points raised in the note sent to us by the Community Projects Administration in their D.O. No. C.P.A./CIR/49/52 dated 21st June, 1954, Shri Dey said that a sum of Rs. 1·25 lakhs has been allotted to each Community Project area for the purpose of developing cottage industries out of which Rs. 75,000 will be utilised for giving loans to artisans and the balance of Rs. 50,000 for training and demonstration purposes. As such he said no funds are available for giving subsidies. He suggested that the Board must take up the responsibility of granting subsidies for industries in Community Project areas out of the Board's funds. By these arrangements he said the programmes of the Community Projects can be easily co-ordinated with those of the Board. It was agreed that for approved schemes funds for granting loans and the expenditure for training and demonstration purposes will be met by the Community Projects Administration while subsidies in respect of several industries according to the Board's policies will be payable by the Board in these areas.

3. The next question discussed was about the recognition of Khadi production units started by the Community Projects. It was agreed that this could be done, provided the Khadi Production Units also work on the lines of certified institutions. It was agreed that the applications for the grant of certificates may be sent to the Board by the Community Project Officers through the Development Commissioners of their respective States.

4. Shri S. K. Dey stated that the model schemes for many of the industries prepared and sent to them by the Board did not contain all the materials that the workers of the Community Project areas may require for their guidance. He suggested that pamphlets containing some technical matters giving details of machinery recommended, goods to be manufactured, technical production recommended, improved tools to be used, funds required, etc., and if possible giving some idea of cost of production also, may be prepared by the Board and sent to the Community Projects Administration. The Chairman suggested that pamphlets on the several industries on the lines of All India Village Industries Association pamphlets, but containing more additional information as above stated may, if prepared, be useful. It was agreed that such pamphlets may be prepared by the Board with the help of the Industrial Organisers and others and sent to the Community Projects Administration as soon as possible.

5. Chairman pointed out that with regard to the question of visiting Community Project Areas by the members of the Board and its Officers, necessary instructions had been already given. In accordance with these instructions, one of the members Shri R. Srinivasan had visited one of the two Project areas in Travancore-Cochin State and

the Board's Organiser for pottery had visited and contacted the Community Project area at Palghat. Some other Industrial Organisers are also having contact and correspondence with certain Community Project areas.

6. Shri S. K. Dey then stated that some of the States have suggested that the Board may execute their schemes directly in their Community Project areas. Orissa State had first made this proposal. Chairman replied that on reference from the Ministry concerned the Board is carrying all correspondence with the State of Orissa. After some discussions it was decided that the Board will try to select as many of the Community Project areas as possible for working out the Board's Intensive Area Scheme, consistent with the availability of funds and sanctions from the Government of India.

7. Shri Dey wanted that a copy of the materials collected by the Training Survey Committee of the Board may be made available to the Administration. As the materials are in several files and extent to many pages, the Chairman agreed that Shri Gajanan Naik, Convenor of the Training Survey Committee be requested to call out useful information from the records of the Committee and to send them to the Administration.

8. Regarding the Board's Central Khadi Vidyalaya at Nasik, Chairman, after some discussion informed Shri S. K. Dey that the Administration will be let known sufficiently early when the next course begins and that the Administration can send some of the candidates on their behalf for training. The Administration had suggested that the Board may consider starting Rural Industry Training Centre at one of the three places, *viz.*, Nilokheri, Hyderabad and Ranchi where the Community Projects Administration's institutes are situated. After some discussion Shri S. K. Dey said that separate proposals in this regard will be sent to the Board by the Administration.

9. Regarding the question of suggesting names of trained instructors in the leather industry to States like Mysore, PEPSU, etc., Chairman said that the Board will try to do so. All the same difficulty in getting sufficient instructors was also realised during the discussion.

10. Shri S. K. Dey suggested association of a representative of the Community Projects Administration with the working of the Board. Chairman replied that he will place the matter in the next meeting of the Board and consider in what manner this can be done.

After these discussions the Chairman left the meeting at 2-50 p.m. since he had to attend a sitting of the Taxation Enquiry Commission.

Afterwards the meeting continued and discussions began with the Industrial Organisers of the Board, *viz.* (1) Shri Mohammed Hussain, Technical Adviser, Leather Industry, (2) Shri Triambaklal Bhat, Organiser for Hand made Paper and Oil Industries, (3) Shri S. K. Kalapur, Organiser for Bee-keeping Industry, (4) Shri K. R. Subbaraman, Organiser for Pottery, (5) Shri Khanolkar, Assistant Adviser for Palm-gur Industry. Shri C. K. Narayanswami, Publicity Officer of the Board was also present.

Shri S. K. Dey in a short speech impressed on the Organisers about the need for co-ordination of work between the Board and the Administration and about the discussions with the Chairman. Some questions were put by the Organisers and the Board's Publicity Officer and answered by Shri Dey.

Shri Dey in answer to one of the questions said that, even pooling the financial resources of the Board and the Administration in the matter of working out the village industry programmes in the Community Project areas, can be done and that it will be possible for the Administration to absorb those persons whom the Board train in the several industries if they cannot be provided elsewhere.

To a question by Shri Mohammed Hussain, the Technical Adviser for Leather Industry, Mr. Dey stated that necessary finances for starting training institutes for leather industry can be found by the Administration, provided the Board undertakes to run them.

To the queries of the Publicity Officer of the Board, Shri Dey suggested establishment of joint Advisory Councils in Community Project areas, consisting of representatives of the Board and the Administration for effective working of the schemes. He also said that if a preliminary inspection of the Community Projects Administration area is needed to find out what industries can be developed and in which of the areas, a joint team consisting of one representative of the Board and one representative of the Administration can undertake this work.

With these discussions the meeting came to a close at 3-30 p.m.

Enclosure IV

Note for the meeting of the Administrator with the Chairman, All India Khadi and Village Industries Board on 30th June, 1954, at Bombay

A copy of note discussed by the Community Projects Administration with the All India Khadi and Village Industries Board is attached (Appendix I).

2. A summary record of the meeting of the All India Khadi and Village Industries Board with the officers of the Community Projects Administration held on 31st August, 1953, is also attached (Appendix II).

3. Community Projects Programme aims at promoting any industry other than large and medium scale industries in the project areas, depending on the availability of local raw materials, technical talent and marketing facilities. By and large, it means the improvement of the existing skill or industries. The method of approach of the Community Projects in the development of cottage industries is the same as in the case of the development of agriculture, *viz.,* making a farmer a better farmer. Under the financial provisions made under the community projects, there are no funds for giving any subsidy to any industry. At present, the amount earmarked for cottage industries in each block is about Rs. 1·25 lakhs out of Rs. 15 lakhs for a block. Out of the Rs. 1·25 lakhs, approximately Rs. 75,000 is meant for giving loans to artisans, particularly to those who would receive training in improved methods of production, use of better tools, etc. Of course, any production unit started by the Government also could be financed out of these loans. As regards the balance of Rs. 50,000 which is "other than loan", it is meant for training and demonstration purposes for the development of cottage industries. The schemes for the first 55 community projects have been sanctioned by the Community Projects Administration with the advice of the Ministry of Commerce and Industry and also with the concurrence of the Finance Ministry. Actually these schemes were considered by an Inter-Ministry Meeting under the chairmanship of a senior officer of the Ministry of Commerce and Industry and the committee members consisting of representatives of Finance, Development Wing of the Ministry, All India Handicrafts Board, Shri Jhaverbhai Patel (on behalf of the Khadi and Village Industries Board) and also representatives of Community projects Administration. A list of the first batch of schemes sanctioned by the Community Projects Administration was already sent to the Board. A supplementary list is also prepared. Copies of both these lists are attached for ready reference. (Appendix III & IV).

4. One important question to be discussed with the Khadi and Village Industries Board is how to co-ordinate the programme of development of cottage industries in the community projects with that of the programme undertaken by the Khadi and Village Industries Board. The Khadi and Village Industries Board has got large funds at its disposal for giving subsidy to various industries like khadi, bee keeping, palm gur, etc. In fact, the programme of the community projects could be co-ordinated with that of the Board provided the Board agrees to give out of its funds subsidy that is eligible for industries according

to its policy and the community projects would make available funds that are required for granting loans for such industries. In fact, similar arrangements have been made with the Indian Central Oilseeds Committee and to some extent with the All India Handloom Board.

5. Another important aspect to be brought in for discussion is that any khadi production unit that is not certified by the Board does not get the rebate or subsidy of three annas in the rupee on the sale of khadi. So, it is very essential that the khadi production units started by the community projects should also be recognised by the Board. It may also be desirable to make arrangements for linking up these units with the nearest production units of the Board.

6. Coming to the various decisions taken on 31st August, 1953 as a result of the meeting with the Board, the following observations are made :—

(a) The Khadi and Village Industries Board has recently sent to Community Projects Administration certain model schemes for the following industries :

(i) Handmade paper.

(ii) Bamboo Industry.

(iii) Cottage Match Industry.

(iv) Improved Village Carpentry and Blacksmithy.

(v) Fibre and rope making.

It is desired by the Community Projects Administration that model schemes in the form of a pamphlet for various industries which have some wider application of development in rural areas should be published for the benefit of the community projects. These pamphlets may be semi-technical giving details of machinery recommended, goods to be manufactured, technical production recommended, improved tools to be used, funds required etc. and, if possible, giving some idea about cost of production also. The schemes received from the Board, except in the case of hand-made paper, generally indicate only financial implications in the form of recurring and non-recurring expenses and do not throw any light on the other aspects referred to above. It will be very much appreciated if the Board's experts would prepare and supply Community Projects Administration a more comprehensive note on each industry which the Board is developing with a view to publishing such information by Community Projects Administration as pamphlets for the benefit of community projects. Of course, if the Board is publishing such pamphlets, Community Projects Administration would be

most willing to get copies and circulate them to the community projects.

7. It was agreed during the discussions on 31st August, 1953, that the Board would advise its zonal officers as well as organisers to visit such of the project areas where the Board feels that such visits are likely to prove useful and the organisers would offer advice to the project personnel on the spot as to their industries programme. Important points which may have a bearing on a wider scale would be brought to the notice of the Community Projects Administration for information and communication to the States wherever necessary. The Community Projects Administration supplied to the Board a list of Community projects and also the list of cottage and small scale industries that have been sanctioned for the various projects. Community Projects Administration also wrote to the officers to the Board requesting them to visit the community project areas within their jurisdiction and send their suggestions if any. In addition, Community Projects Administration requested the States to offer these officers of the Board all the required facilities for their visits. As far as we know, Shri Srinivasan visited one project in Travancore-Cochin and there is no information whether any of the other officers visited any project. In this connection, the Community Projects Administration would like to *make a still more positive suggestion.* Some of the States, particularly Orissa, have requested that the Board may be persuaded to execute any of their schemes directly in the community projects of the State saying that the State would be prepared to give all required assistance. The request received from the Orissa State was forwarded to the Ministry of Commerce and Industry and the Ministry referred it to the Board on 22nd April, 1954. A reply from the Board is still pending. Similar enquiries have also been received informally from some of the other States and Community Projects Administration would be most thankful if the Board could *select at least some of the projects and help in assisting the promotion of cottage industries in those selected community projects.* It may further be mentioned that it was decided in the meeting on 31st August that the Board would examine the extent to which they could initiate some of their new schemes in the community project area for intensive integrated village industries development. The Board promised to examine it and let the Community Projects Administration know its decision and a reply is still awaited.

8. It was also mentioned that Training Survey Committees set up some time ago by the Board had visited quite a number of Institutes in the country which are doing some research work in the field of village industries development. If the material collected by this Committee is ready, this may be made available by the Board to the Administration indicating the nature of research conducted by each of

the various centres and to what extent assistance could be derived from them.

9. It is also understood that the Board is starting a Central Training Institute at Nasik. Perhaps, the Board could give preference to candidates from the Community Projects where intensive development is taking place for training in these Institutes. In this connexion, it is also suggested that a Rural Industry Training Centre may be started by the Board at Nilokheri where a number of institutions relating to rural development are existing and this will be a very welcome and relevant addition to those existing institutions.

10. There is still dearth for instructors in hide flaying, disposal of dead animals and village tanning. The Board may be requested to recommend names to the Community Projects Administration so that Community Projects Administration may pass on the information to States like Bhopal, Madhya Pradesh, PEPSU, etc. who have been asking for such technical personnel for starting schemes already sanctioned for community projects in these States.

11. It may be desirable to associate a representative of Community Projects Administration with the working of the Board. It is hoped that the Board will consider this suggestion favourably.

APPENDIX I

Community Projects Administration Planning Commission

A note for consideration in the meeting of the All India Khadi and Village Industries Board to be held on 31st August, 1953 at 2-30 P. M.

The Cottage Industries programme in the Community Projects comprises of the following :—

(a) Agro-Industries like Poultry, Fishery, Dairy, Bee-keeping, Fruit Preservation, Palm Gur and Bone digesting.

(b) Pressing Industries like oil pressing, soap making, paddy husking.

(c) Handicraft like Wood Carbons, art metal work, pottery, calico printing, wax making, bangles, ivory carving.

(d) Village Industries like carpentry, black-smithy, spinning, canning, silk worm rearing, tailoring, building trades etc.

(e) Handloom weaving.

(f) Small Scale Industries like manufacture of cycle parts, Umbrella, Hosiery, Woodden fabrics etc.

2. An exhaustive list of the industries proposed to be promoted under the Community Projects Programme is given in the chapter on Cottage and Small Scale Industries in the "Community Projects—A Draft Handbook" which is intended to serve as a point of reference for all workers engaged in community projects, to indicate as to what the programme involves and how to make a beginning in the matter of implementation.

3. While sanctioning the budgets for the Community Projects Programme in the various States the Community Projects Administration advised the State Governments to submit detailed schemes regarding development of cottage industries in the project areas so that these could be examined in consultation with the Ministry of Commerce and Industry and the various departments associated with them before approval to their implementation was conveyed. In requesting the States to draw up the schemes the Community Projects Administration indicated its general policy that our stress in the matter of promotion of cottage and small-scale industries was primarily on the improvement of existing skill rather than the introduction of entirely new skills except in case of States like Travancore and Bengal where new Industries have to be started to provide additional employment to the educated middle classes.

4. With a view to assist the State Government, who in most of the cases are not adequately staffed, the Officer on Special Duty (Cottage Industries) working with the Community Projects Administration visited the State Governments. He had discussions with the Development Commissioners of the State Governments and the State Directors of Industries and also visited the project areas in many cases. As a result of these discussions the schemes that emerged were sent to the Community Projects Administration by the State Governments for approval. These were then sent over to the Ministry of Commerce and Industry for detailed examination. The Ministry passed the schemes other than those relating to small scale industries to one or the other of the following Boards :—

(i) Handloom—All India Handloom Board (Headquarters at Bombay)

(ii) Village Industries—All India Khadi and Village Industries Board (Headquarters at Bombay)

(iii) Handicrafts—All India Handicrafts Board (Headquarters at Bombay)

5. In some cases it has been observed that there has been a delay in getting the remarks of the Ministry to these schemes. One of the

reasons probably was the fact that three of the Boards have their Headquarters at Bombay and meet at fairly long intervals and in the meantime the cases got held up. In some cases the opinion of the Board was obtained by circulating these schemes to the members.

6. The Community Projects Programme is one which has to be completed in three years time and there are just two years now to go in so far as 55 blocks are concerned. It is, therefore, necessary that a quicker method of dealing with these cases and making available to the States the expert opinion and guidance of these Boards has to be devised. The following suggestions are offered for consideration of the Board :—

(1) In view of the fact that a certain amount of preliminary examination has already been made and the schemes have been drawn up after taking into consideration

(a) availability of raw-materials,

(b) availability of technical personnel, and

(c) marketing facilities

it is for consideration whether the Community Projects Administration could accord a general approval to the schemes without prior reference to the Board if they conform to the broad policies and patterns of the schemes which may be laid down by the Boards concerned. In cases where the proposed scheme materially differ from the patterns laid down by the Boards, the present practice of sending the schemes to the Boards for prior approval would, however, continue.

(2) It is also suggested that the Board may consider requesting some of its members to visit the project areas where the schemes are in operation to offer advice on the spot as to their improvement and modifications, if necessary, in the light of experience gained.

(3) The Community projects are to serve as intensive development areas and as such the various recommendations and the new ideas of the Board should be given effect to first in these areas *e.g.*, introduction of new techniques and/or improved methods and tools of production. The Board's guidance as to how best this idea could be given effect to, is requested.

(4) Community Projects Administration would also like to be informed of the work proposed to be done by the Board in the field of research, the improvement of marketing facilities for village and cottage industries products in India and abroad, and the organisation of training facilities particularly of those who could be used as trainers in the project areas.

APPENDIX II

Community Projects Administration (Planning Commission)

Summary record of the meeting of the All India Khadi and Village Industries Board with the officers of the Community Projects Administration held on the 31st August, 1953 at 2-30 P.M.

A note prepared by the Community Projects Administration for the meeting (copy enclosed) was considered and the following decisions taken :—

1. The All India Khadi and Village Industries Board would prepare model schemes for promoting the development of the various village industries as per list to be supplied by the Community Projects Administration and send them over to the Community Projects Administration who would then accord general approval to the schemes as received from the State Governments without prior reference to the Board wherever they conform to the patterns laid in these notes. In case where the proposed schemes materially differ from the model schemes the present practice of sending the schemes to the Board through the Ministry of Commerce and Industry for prior approval would, however, continue.

2. The Community Projects Administration would supply to the Board a list of the Community Project areas and the various Cottage and Village Industries' schemes that have been sanctioned for each area. Thereafter the Board would advise their zonal officers as well as organisers to visit such of the project areas where the Board feels that such visits are likely to prove useful. The organisers would offer advice to the project personnel on the spot as to their industries programme. Important points which may have a bearing on a wider field would be brought to the notice of the Community Projects Administration for information and communication to other States wherever necessary. The Board would supply to the Community Projects Administration a list of zonal officers and organisers. The names would be communicated by the Community Projects Administration to all the Development Commissioners.

3. The Board would examine the extent to which they could initiate some of their new schemes in the community project areas. The Board may be in a position to take up some area, may be a block or a part of the block for intensive integrated village industries programme as a whole. Further consideration on this point will be made by the Board and the Community Project Administration after the Board has examined the nature of the schemes that are being undertaken in the various projects. In this connection it was mentioned that Travancore

Cochin State deserved assistance for opening new employment opportunities and could probably provide a good field for trying this intensive integrated village industries programme.

The other points made at the meeting were :—

The Board is going to start in the near future a Central Village Industries Institute in the vicinity of Kora Kendra. Training Survey Committee set up sometime back by the Board had visited quite a number of Institutes in the country which are doing some research work in the field of village industries development. The material collected by this committee would be made available by the Board to the Community Projects Administration indicating the nature of the research conducted by each of the centres and the extent to which assistance could be derived from them.

The Board is also starting a Central Training Institute at Nasik where they would be in a position to train instructors for khadi and other village industries. Other zonal training centres would also be started in near future.

It was also mentioned that Khadi Bhandars in the country are being converted into khadi and village industries Emporia. There was also a mention that the Board may start big Emporiums, Bhandars and Shops. The Board is also going to conduct an All India Exhibition for Khadi and Village Industries by the end of January 1954.

It was also pointed out that there were two training centres in the country—one at Sodepur in Bengal and another at Kora Kendra in Bombay which could take up the work of training of instructors in hide flaying and disposal of dead animals. The course extends over a period of one to three months depending upon whether the trainee knows flaying or he is to start from the very beginning.

LETTER No. CPA/C. &. C/19/54-TRG. DATED THE 28TH DEC. 1954, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, PART 'A' AND PART 'B' STATES.

In pursuance of the recommendations of the International Planning Team of the Ford Foundation, four Regional Institutes of Technology for development of small scale industries have been set up by the Ministry of Commerce and Industry at Calcutta, Bombay, Faridabad and Madurai.

The Regional Directors have been appointed for these Institutes. They are Shri K. S. Roy Choudhury—Calcutta; Shri R. U. Patel—Bombay; Shri N. K. Thadani—Faridabad and Shri P. Govinda Menon—Madurai. The Directors will prepare a detailed programme for the functioning of the Institutes which are being started in rented buildings pending the construction of permanent buildings.

The Institutes will assist small-scale industries in improving their technique of production and management, in obtaining credit and finance, in securing improved raw materials, in marketing their goods to the best possible advantage and in promoting patterns of development for bringing about co-ordination in the production programmes of small and large scale industries. The Regional Institutes will also conduct a marketing survey of specified small industries in their respective regions.

The Regional Institute at Calcutta will cover the States of West Bengal, Orissa, Bihar, Assam, Manipur and Tripura. The Faridabad Institute will cover the States of Punjab, Uttar, Pradesh, Rajasthan PEPSU, Jammu and Kashmir, Himachal Pradesh, Delhi and Ajmer. States in the South, namely Madras, Andhra, Travancore-Cochin, Mysore, Hyderabad and Coorg will be served by the Institute at Madurai, while the Institute at Bombay will cover the States of Bombay, Madhya Pradesh, Saurashtra, Madhya Bharat, Kutch, Vindhya Pradesh and Bhopal.

Four branch units of the Regional Institutes, one in each of the States of Travancore-Cochin, Hyderabad, Uttar Pradesh and Bihar are also to be set up.

In this connection, I invite your attention to the following recommendation of the Development Commissioners' Conference held in Delhi on 12th November, 1954 :

"State Governments would implement the recommendation made by the Ooty Conference in regard to taking up at least two blocks for intensive development under Cottage Industries. A start should be made at least by those States in which the Regional and Branch Institutes proposed by the Ministry of Commerce and Industry would be located. They would also avail of the facilities offered by the Ministry of Commerce and Industry in the matter of financial assistance and training of personnel at the proposed Regional Institutes, in order to push up the programme of development of cottage and village industries".

It was decided by the Ministry of Commerce and Industry that concerning development of small scale industries in the community

projects, Community Projects Administration may request the Development Commissioner that the latter in consultation with the Direcor of Industries may select one block where electricity is available for utilisation by small units and another block where power is not available, and make a preliminary survey of the possibilities of development of carpentry, black-smithy, leather tanning and leather footwear manufacture, pottery and any other promising small scale industries in those blocks. In case, it is not possible to select two blocks, only one may be selected at present. The Regional Directors will be entrusted with the task of preparing in consultation with the Development Commissioners and the Directors of Industries schemes for such industries in these areas that have good possibilities. Schemes for Central assistance from the Ministry of Commerce and Industry will be generally routed through the Directors of Industries and State Governments.

I would also like to state that there is a provision in the block budget on National Extension Service and Community Development Project for Block Level specialists in co-operation and panchayat. According to the present thinking, this officer is intended to be utilised also for the promotion of village and small scale industries. There will, therefore, be need for a training programme to acquiant this officer with the problem of village industries. Training for the purpose will also be undertaken accordingly in each of the Regional Institutes.

The Development Commissioners are requested to get in touch with the Regional Directors to select the blocks specially for development of small-scale industries etc. as referred to above and also to make arrangements for training of Extension Officers (Co-operation and Panchayats) in cottage industries.

Letter No. CPA/C. & C./105/55-Trg. dated the 15th April, 1955, from Community Projects Administration, New Delhi, to the Development Commissioners/Directors of Community Projects (All State Governments).

Subject :—*Minimum programme for cottage and small-scale industries in regard to Community Development Blocks started in 1953-54 and onwards.*

In our letter No. CPA/CI & C/85/54-PRG dated November 2nd, 1954, we have already requested the State Governments to send us copies of programme for cottage industries sanctioned for Community Development Blocks started in 1953-54 and onwards. But only a few State Governments have, so far, sent the copies of the programme sanctioned. In order to assist the State Governments in formulating a programme for cottage industries, we have worked out a minimum programme, as per Appendix I attached, for a Community Development Block. We suggest that this minimum programme should be

considered for adoption to the various Community Development Blocks, depending on local conditions. We shall, however, be grateful if copies of the final programme for cottage industries sanctioned in regard to the various Community Development Blocks are sent to us as requested in our letter No. CPA/CI & C/85/54-PRG dated November 2, 1954.

In this connection, it is recalled that many State Governments have been finding it difficult to recruit suitable technical instructors for training in various industries proposed in the Community Projects. Taking into consideration the over-all plan of expansion of Community Development Blocks for the period ending Second Five Year Plan and also the minimum programme for cottage industries now suggested, as referred to above, we request that the State Governments may assess the requirements of technical instructors in various trades and take necessary steps in advance for training such personnel.

We shall be grateful if you would kindly keep us informed about the action taken in the matter. We shall also be thankful if you would kindly let us know, in case, any assistance is required in this direction, so that we may take up the matter with the Ministry of Labour and Ministry of Commerce and Industry as the case may be.

APPENDIX I

Minimum Programme for Cottage Industries for C. D. Blocks started in 1953-54 and onwards.

Name of Industry	*In States/Projects to be undertaken*	*No. of units in a block (100 villages)*
(1)	(2)	(3)
(*a*) *Training in improved technique of production, better implements, tools etc., for existing artisans.*		
(i) Blacksmithy (mainly manufacturing improved agricultural implements and also may include tinsmithy).	All Blocks in all States.	1 unit in a block (*i. e.*, one for 100 villages).
(ii) Brick kiln, tiles making etc.	All Blocks except in Travancore-Cochin; also except in hilly and sandy areas.	2 units
(iii) Carpentary	All blocks	1 unit
(iv) Khadi, Weaving (for training weavers in improved looms etc.) and dyeing and calico printing.	All blocks where the weavers are available.	1 unit

(1)	(2)	(3)
(v) Village Oil Industry	All blocks except in Assam and Travancore-Cochin which produce edible oilseeds.	1 unit
(vi) Shoe making	All blocks except in Assam, Manipur, Tripura, Travancore-Cochin and Madras.	1 unit
(vii) Village tannning, hide flaying, etc.	All blocks except in Travancore-Cochin & Assam.	1 unit
(viii) Poultry	All blocks except in Rajasthan.	2 units
(ix) Basket making Rope making Mat making etc.	All Blocks	1 unit
(x) Bee-keeping	Projects where conditions are suitable.	2 units
(xi) Soap making (washing soap)	All blocks	1 unit
(xii) Sericulture	Projects where conditions are suitable.	1 unit
(*b*) *New industries*		
(i) Bone Digester	All blocks except in Travancore-Cochin and hilly areas.	1 unit
(*c*) *Socio-economic Centres for Women*		
(i) Tailoring, knitting, embroidery, spinning, niwar making, etc. (besides adult literacy, child welfare, etc.) as organised by Pepsu, Ajmer, Assam, etc.	All blocks	3 units

LETTER NO. CPA/CI & C/112/55-TRG. DATED THE 27TH MAY, 1955, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS EXCEPT COORG AND N.E.F.A.).

The Development Commissioners' Conference held on 9th, 10th, 11th and 12th May, 1955 at Simla recommended the initiation of a programme of 25 pilot intensive development projects in States for

intensive development of cottage and small scale industries. The Government of India, as you know, attach the utmost importance to this sector of rural programme so that unemployment problem is tackled properly in the Second Five Year Plan. The Government of India have accepted the recommendation of the Development Commissioners' Conference and they attach the greatest possible importance to the proper selection of the areas for the pilot projects, the staff, the training of the staff and the contents of the programme which the staff will be charged to implement.

Selection of areas.—The Government of India feel that the areas should be selected having due regard to resources available in material and local skill, existence of communications and transport and also the area not being a depressed agricultural area, as the fruitful growth of cottage and small scale industries can take place more easily in areas which are advanced agriculturally, other factors being equal. A list of areas based on these criteria has been prepared in this Administration from the information available here as a result of visits of Community Projects Administration officers and the reports of State Governments. This list (Appendix I) may be acceptable to the State Governments. In case the State Governments prefer some other areas which are considered more suitable according to the criteria suggested above, there will be no difficulty to effect the necessary change and substitute the area chosen by the State Government for the area suggested by us. It is requested that any change desired may be communicated to the Community Projects Administration (Shri P. M. Mathai) on or before 15*th June,* 1955.

Selection of Industries Officer.—One Community Project Officer (Industries) should be appointed for each area. In order that he may fit in to the pattern of district administration, it is suggested that he might be of that rank and status more or less of the Project Executive Officer. The selection may be made by a committee presided over by the Development Comissioner, with the Director of Industries, Joint Director (Industries), Registrar of Co-operative Societies and Regional Director (Ministry of Commerce and Industry) or his nominee, as members. The finances for meeting his salary and of his personal staff, *viz.,* a Stenographer and a peon, will be provided by the Ministry of Commerce and Industry for three years, but he will be borne on the State cadre. Suitable junior I.A.S. Officers, if available, may be considered for the post. If recruitment is made in the open market, candidates with basic technical qualification may be selected, but candidates who are selected from services need not possess technical qualification, so long as they possess ability for organization. A panel of three names selected in the order of preference by the committee should be sent to Shri Govinda Nair, I.C.S., Joint Secretary, Ministry of Commerce

and Industry, with copy to the Community Projects Administration, for final selection of the Community Project Officer (Industries) by the Ministry. The panel of names selected by the State Government should reach the Ministry on or before *15th July,* 1955.

Training.—The officer thus appointed will undergo a two months' training in Bombay to be arranged by the Ministry of Commerce and Industry, after he has completed a pre-service training in the Community Project Area selected for intensive development, for a period of one month, thus making the total period of training three months. The Ministry of Commerce and Industry will communicate to State Governments the final selection by the first week of August so that the officer appointed could join the pre-service training at the Pilot Project Area for a month from 15th of August, 1955. The training in Bombay will be started by about the 15th of September, 1955. The Ministry of Commerce and Industry are writing to the State Governments in detail about the proposed two months' training at Bombay to be carried out in collaboration with the All India Boards, *e.g.,* All India Khadi and Village Industries Board, Small-Scale Industries Board and the All India Handloom Board.

Transport.—It is considered necessary that the Community Project Officer (Industries) should be provided with a jeep. For immediate use the Development Commissioner is requested to place a jeep at the disposal of this officer. In the meanwhile, the Ministry of Commerce and Industry is considering the possibility of making available a jeep per Project. This is likely to take time.

Administrative Control.—The Community Project Officer (Industries) will be under the direct control of the Development Commissioner but his headquarters will be in the Pilot Project area, as part of the Community Project headquarters. The Development Commissioner will no doubt ensure that the necessary residential quarters are also made available to the Industries Officer as soon as he joins duty so that he will be in a position to concentrate on the work entrusted to him.

Content of Programme.—Planning of the intensive development of industries in the Pilot Project will be done by this Industries Officer with the assistance of the Regional Director (Small-scale Industries) and other Regional or local representatives of the All India Boards and the Director/Joint Director of Industries of the State, to all of whom separate instructions are being issued by the Ministry of Commerce and Industry. The Community Project Officer (Industries) could particularly draw upon the resources of the Regional Small Industries Service Institutes in planning the Pilot Projects. A guide giving suggestions about the planning of the Intensive Development Blocks is attached (Appendix II).

Finance.—To start with, the unspent amount under the Cottage Industries Programme of Community Projects will be available. Additional funds, if required, based on schemes prepared for the Intensive Development Area will be provided by the Ministry of Commerce and Industry. These schemes, as and when prepared, in consultation with the Regional or local representatives of the All India Boards and the Director of Industries of the State should be sent to the Secretary of the Board concerned or the Director of Industries, etc., of the State Government as the case may be. A copy should also be sent direct to the Ministry of Commerce and Industry (Under Secretary Dr. A. S. Sharma) by the Development Commissioner.

It is hoped that the State Governments will attach the greatest importance to this vital programme and take immediate action for the selection of areas, selection of Community Project Officer (Industries), his training and also take such other action as may be necessary in order to ensure its success.

APPENDIX I

List of Community Projects selected as Pilot Areas for development of Cottage and Small-Scale Industries

1. ANDHRA.—East Godavari (Kakinada-Peddapuram).
2. ASSAM.—Darrang District (Mouzas-Dakua-Harisings-Ambagaon-Barsilajhar-Orang-Dkokiajuli Tehsils).
3. BIHAR.—Ormanjhi-Ranchi-Mandi Area.
4. BOMBAY.—Kolhapur District (Karneer-Panhala Tehsils).
5. MADHYA PRADESH.—Amravati-Morsi-Daryapur.
6. MADRAS.—Coimbatore (Gobe-Erode-Bhavani Dharapuram Tehsils).
7. ORISSA.—Ganjam District (Russelkonda).
8. PUNJAB.—Gurdaspur District (Batala Tehsil).
9. UTTAR PRADESH.—Deoband District Saharanpur.
10. WEST BENGAL.—Baruipur Block.
11. HYDERABAD.—Nizamsagar Area.
12. MADHYA BHARAT.—Gird District (Ghatigaon-Piehhore Tehsils).
13. MYSORE.—Ramanagram-*cum*-Kaknakapura Taluks (Bangalore District).
14. PEPSU.—Dhuri Tehsil.

15. RAJASTHAN.—Sanganer Block.

16. SAURASHTRA.—Sorath District (Manavadar-Vanthali Tehsils).

17. TRAVANCORE-COCHIN.—Nayyattinkara-Vilavancode Area (Trivandrum District).

18. AJMER.—Ajmer Sub-Division.

19. BHOPAL.—Sehore and Raisen District (Goharganj-Huzoor-Sehore-Ichhawar Tehsils).

20. DELHI.—Alipur Area.

21. KUTCH.—Nakhatrana-Bhuj Tehsils.

22. MANIPUR.—Thobal Tehsil Area.

23. TRIPURA.—Nutanhaveli and Old Agartala.

24. VINDHYA PRADESH.—Parts of Nagod and Raghuraj Tehsils (Satna District).

25. JAMMU & KASHMIR.—Badgam Block (Srinagar).

26. HIMACHAL PRADESH.—Mandi-Sadar-Sarbaghat-Chachiot-Sundernagar one Project (Kunihar-Mahasu District).

APPENDIX II

Guide for promoting an Intensive Development block (Small Scale Industries)

1. One Community Development Project comprising of about 300 villages may be selected as an Intensive area for development of cottage and small scale industries for providing maximum employment.

2. Cottage and Small Scale Industries may be roughly classified as follows :—

(i) Khadi and Village Industries catering normally to a limited local market. A list of Village Industries is given below.

(ii) The Handloom Industry.

(iii) Handicrafts which have a special artistic value; and

(iv) All other Cottage and Small-Scale Industries.

The Central Government have set up Boards for industries covering all the above categories and funds are made available through the medium of the Boards for approved Schemes. These Boards have also laid down the principles on which Schemes should be framed and the

quantum of financial assistance that would be given for such Schemes: Except in the case of Khadi and Village Industries, at present the funds are sanctioned to the State Governments who are entrusted with the implementation of the Schemes. In the case of Khadi and Village Industries, the All India Khadi and Village Industries Board operate these Schemes direct through their own organisation.

3. *Immediate Programme.*—It is suggested that as an immediate programme following a preliminary survey, Schemes should be framed with the assistance of the Regional Organisations of the Boards covering as many of these types of industries as are feasible. These would be in accordance with the pattern already laid down by the Boards and would be financed either from the funds already sanctioned to the Boards or from fresh funds that would be sanctioned by the Ministry of Commerce and Industry, where necessary, for this purpose.

4. At the same time, measures should be initiated for a long-term programme on the following lines :—

4. (1) *Organisation.*—Each Project may be divided into 15 groups of about 20 villages. A committee may be set up for each group of 20 villages in order to plan and assist in the programme of promoting cottage and small-scale industries. These sub-area Committees should help in investigation, planning, mobilising the enthusiasm of the people, channelising resources, as far as possible, both in terms of money and man-power, etc.

There shall be a committee at the Project level also for the 300 villages which will co-ordinate the activities of the 15 sub-areas and also to make out the over-all plan etc. These Committee members may be nominated and selected in order to include representatives as well as talent.

4. (2) *Investigations.*—In order to draw up a blue-print for development of cottage and small-scale industries to provide maximum employment, the first step is to collect the following information in regard to the Project selected :—

(a) A census of the age groups of the population both for men and women in the Project should be taken.

(b) Employment census also may be taken as under :

(i) Persons fully employed;

(ii) Persons unemployed :

(iii) Persons under-employed or semi-employed.

Investigators may specially enquire about the aptitude of the people and the type of work they are likely to take up with interest.

(c) Besides getting information about man-power available, information also should be collected about the resources available, *viz.*, the following :

(i) Materials

(ii) Power : Electric, bullock, etc.

(iii) Water

(iv) Fuel

(v) Surplus agricultural produce exported

(vi) Communication available

(vii) Proximity of markets.

4. (3) Information also may be collected about the type of consumer goods that are imported to the area like cycle parts, sewing machine parts, cloth, stationery, building materials, etc., which can be manufactured by small-scale industries.

4. (4) Attention should also be paid to the new communications or road activities likely to come up and the people who are likely to be employed on such jobs.

4. (5) Information should also be collected about the types of buildings existing and the likely future activities in the construction of buildings. From the employment point of view particularly, a bold programme of housing in the rural area is considered necessary.

5. *Planning.*—After all this information is collected, it is possible to have data on :—

(a) Resources available in the shape of man-power, materials, fuel water, power, surplus agricultural produce, etc.

(b) Consumer goods imported to the area and also in nearby markets.

(c) Agricultural produce and raw materials exported from the area.

Schemes for industries suitable for the area would be worked out, depending on resources available and the market for goods, either locally or on a regional basis.

6. It is emphasised once again that the immediate action programme outlined in para 2 above should not await completion of the long-term investigations envisaged above.

LETTER No. 19/XI(3)/56-PRG. JUNE 26, 1956, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS EXCEPT COORG, NEFA AND MANIPUR).

SUBJECT.—*Light Industries—Community Project Officer (Industries) and his personal staff—Additional staff—Expenditure on account of.*

The Fifth Development Commissioner's Conference held at Nainital in May, 1956 while reviewing the progress of the 26 Pilot Projects (Cottage and Small-Scale Industries) felt that the staff for Community Project Officer (Industries) was inadequate. The Conference, therefore, recommended that each Community Project Officer (Ind.) should have additional staff to cope with the increased work in the Pilot areas.

In this connection a copy of letter No. 38-L. I. (B) (16)/55, dated the 14th June, 1956 issued by the Ministry of Commerce and Industry is enclosed.

It is requested that urgent steps may kindly be taken by the State Governments to appoint the additional staff mentioned in the Ministry's letter.

Please acknowledge receipt.

ENCLOSURE

No. 38-L.I. (B) (16)/55 14th June, 1956, from Government of India Ministry of Commerce and Industry, New Delhi, to all State Governments (Except Coorg and NEFA).

SUBJECT :—*Light Industries Community Project Officer (Industries) and his personal staff—Additional Staff—Expenditure on account of.*

I am directed to state that at the Development Commissioner's Conference held at Nainital from the 5th May to 8th May, 1956, the progress of the 26 Pilot Projects (Cottage and Small-Scale Industries) was reviewed. It was felt that the staff for the Community Project Officer (Industries) was not sufficient to cope with the increased work in the Pilot areas. The Conference recommended that each Community Project Officer (Industries) should have the following staff to assist him in his work :—

Personal Staff :

Stenographer.
Peon.
Driver.

Office Staff :

Accountant.

Clerk.

Field Staff

3 Block Level Extension Officers (CI). The Government of India agree with the recommendation of the Development Commissioners' Conference that the staff for the Community Project (Industries) should be adequately strengthened.

In this connection, I invite your attention to para 3 of the Community Projects Administration letter No. CPA/CI & C/112/55-Prg. dated the 27th May, 1955 in which the State Governments were informed that the entire expenditure on account of the salary of the Community Project (Industries) and his personal staff, *viz.*, a stenographer and a peon will be borne by this Ministry for a period of three years. In regard to the pay and allowances (excluding T.A.) of the other staff mentioned in para I above *viz.*, one driver, one Accountant, one clerk and 3 Block Level Extension Officers. I am to say that 50% of the expenditure on this account will be borne by this Ministry, as already indicated in this Ministry's letter No. 52-SSI(66)/55 dated the 4th June, 1955.

I am to request that steps may kindly be taken to appoint the additional staff mentioned above and the expenditure actually incurred on account of their pay and allowances (excluding Travelling Allowance) may kindly be intimated to this Ministry once in six months, to enable issue of the necessary sanction for the Central Government's share of expenditure.

LETTER MCD/19/IV(1)/56-TRG. OCTOBER 6TH, 1956, FROM MINISTRY OF COMMUNITY DEVELOPMENT, NEM DELHI, TO DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT:—*List of Industries proposed to be encouraged by A. I. Handicrafts Board.*

I enclose a list of Industries proposed to be encouraged by the All India Handicrafts Board together with a note on general priniciples followed by them for rendering financial assistance to State Governments for Handicraft schemes. The Board will entertain as a matter of general principle a Scheme which relates to the development of a craft traditionally existing in the area and also a new handicraft for which raw materials are available ensuring its success as comercial proposition.

2. It is, therefore, requested that the schemes of the State Governments, if any, may please be submitted to the All India Handicraft Board under intimation to this Ministry at the earliest and in any case not later than the 31st October 1956 as the Board would not entertain any fresh schemes for the current year after that date.

ENCLOSURE

General principles followed by the All India Handicrafts Board for recommending financial assistance to the State Governments for Handicraft Schemes

On the recommendation of J.S., C. & I. Ministry, which said that these proposals had the approval of C.I.M. it was decided that the schemes should be categorised in the following manners :—

Category I.—Purely developmental, i.e., those who do not bring in any return or the return is negligible. On the analogy of research and training schemes which will constitute the greater part of such schemes it was agreed that the Central Government should give 100 per cent assistance both in regard to recurring as well as non-recurring expenditure. Reasonable working capital adequate for the scheme may also be given as a grant instead of a loan.

This was agreed to subject to the following conditions :—

(a) where expenditure on land and buildings formed a considerable proportion of the total expenditure, the amount of Central contribution in the case should be examined on merit, and

(b) 100 per cent grant on the lines indicated above should be given if the State Government as its contribution agrees to supervise the Scheme and to send progress reports at specified intervals or failing which, the Ministry is prepared to arrange for supervision of the progress and proper utilisation of the funds. For this purpose D.M. (S) agreed to consider favourably the appointment of additional staff.

Category II.—Semi-commercial but mainly development schemes.

These schemes would be such where the emphasis is on development but there is a higher return than that in Category I. In such cases, the following formula should be adopted.

(a) 100 per cent grant may be given for non-recurring expenditure on equipment and tools.

(b) recurring expenditure should be shared in the ratio of 50:50, and

(c) working capital should be given in the form of loan, though if the amount required for this purpose is small, say not exceeding Rs. 5,000 it may be given 50 per cent as a grant and 50 per cent as a loan, provided the return from the scheme is nominal. If the amount of working capital required is more. or the return is more than nominal the whole of it should be given as a loan, although exceptional cases will be considered on merits.

Category III.—Purely commercial.

(a) recurring and non-recurring expenditure should be shared in the ratio of 50:50, and

(b) working capital should be in the form of a loan.

5. On a suggestion from U. S. Malliah, it was decided that the categorisation of the Board should normally be considered to be final but if there was a difference of opinion, the matter should be submitted for the consideration of the DM (S).

6. Loans are to be given only through State Governments unless it was possible to utilise the agency of land mortgage banks or co-operative banks for this purpose. Adequate safeguard should be taken to ensure the return of the loan.

7. On the question whether the presence at a meeting of the representative of the Finance Ministry should be considered as acceptance of the decisions taken by the Board or the Executive Committee, it was explained that under the existing procedure the Finance Ministry expressed its views only after the Board's recommendations had been considered by the C. & I. Ministry. If, however, the representatives of the two Ministries received the detailed schemes in a complete form at least 7 days before the date of the meeting, it should be possible for them to have a joint discussion and to express their final views at the meeting after they had known the views of the members of the Board or the Executive Committee. In all other cases they will have the right to examine the proposals after the Board/Executive Committee have taken decision.

APPENDIX 'F'

Revised List of Handicrafts

Textiles	Hand-printing and traditional dyeing of textiles; Brocades Himroo Carpets and druggets Rugs, gabbas and namdas Embroidery (cotton, silk, wool and zari) Lace and lace work including nakki and gota making Shawls.

Metal ware	Silver and gold ware Bidri Filigree Brassware and copperware Bronz work.
Wood Work	Wood carving and inlay Lacquer work including nirmal work Decorative furniture.
Ceramics	Pottery and earthenware.
Stonework.	Stone-carving including marble work and alabaster
Toys	Dolls and toys other than mechanical toys.
Leather	Leather goods.
Ivory	Ivory carving.
Papier-machie	Papier-machie articles.
Horn	Horn.
Bone	Bone.
Cane, bamboo, etc.	Articles made of cane, bamboo, willow, straws and grass including mats and pith-craft.
Incense and Parfumery.	Incense and parfumery.
Flax & Fibre	Handicraft articles made of flax and fibre.
Bangles & Beads	Bangles & Beads.
Musical Instruments	Musical instruments.
Conch-shell and semi precious stones	Articles made of conch-shell and semi-precious stones.
Miscellaneous	Miscellaneous traditional art objects such as Orissa, Mysore and Tanjore paintings, and handicraft products specially made for ceremonies, articles of worship and theatrical requisites such as customs, masks, puppets, etc.

LETTER NO. 19/XI(57)/56-PRG. DATED THE 14TH AUGUST 1956, FROM THE GOVERNMENT OF INDIA, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUJECT.—*Key programme of cottage industries in C.D. and N.E.S. Blocks.*

The Development Commissioners' Conference held at Nainital in May, 1956 had attached great importance to the development of village and small-scale industries in the Community Development blocks and National Extension Service areas during the Second Five Year Plan period. The Conference felt that one of the main criticisms of the Community Development and National Extension Service programme

so far has been that the economic aspect of development has lagged behind other aspects. It was recognised that in future, success or failure of the programme will be judged primarily by what is achieved in the field of cottage industries; the importance of village and small scale industries being recognised next to agriculture. The Conference also felt that there are, no doubt, difficulties in the way of fully implementing this part of the programme but every effort should be made to overcome this difficulty. The Conference, therefore, decided that cottage industries should be treated as a part of the integrated programme in the Community Development blocks and National Extension Service areas and targets for the industrial development should be fixed in respect of each Community Development and N.E.S. block taking into consideration the local conditions.

The recommendation of the Conference of the Development Commissioners was considered by the Action Committee of Community Projects Administration which consists of representatives of Ministries of Production, Commerce and Industry and also the All India Boards, in its meeting held on 19th June, 1956. A copy of the key or minimum programme as recommended by the Action Committee for each CD Block and N.E.S. area is enclosed for information and should be considered as a guide and may be modified to suit local conditions and requirements.

In the revised budget for a CD block, a sum of Rs. 50,000 is provided under Grant-in-Aid, under cottage industries out of the 12 lakhs, for a period of three years. There is no corresponding provision in the NES budget. The key-programme therefore, should be financed out of the 200 crores allotted in the Second Five Year Plan for cottage and small scale industries and which are operated upon by the Ministries of Commerce and Industry and Production and the All India Boards as there is no provision in the Community Project budget.

As mentioned above Rs. 50,000 were provided for cottage industries in the CD block budget for a period of 3 years. The Action Committee decided to recommend that this amount should be set apart for developing such industries in the CD block area which are not included in the list of any of the All India Boards. Besides, this provision may also be used for the following purposes :

(a) For paying stipends and travelling expenses to trainees ;

(b) Grants for technical or artisans training institutes ; and

(c) Grants to industrial co-operatives in the area, to meet expenses on account of employing technical and managerial staff for the first three years.

As soon as the key-programme is decided upon for the various blocks in a State, it is necessary to plan the training programme of technical personnel required, taking into account the technical personnel available in the State, existing training arrangements in various industries and the total requirements envisaged with the launching of the key-programme. In case any State requires any assistance from the Centre in the matter of training of technical personnel, C.P.A. should be advised to enable them to take action with the concerned Ministries/All India Boards.

Supply of raw-materials and marketing of finished products as a result of launching the key-programme also deserves consideration. Plans for these have to be drawn up in coordination with the plans for the marketing of finished products and supply of raw-materials of the All India Boards for each State.

The Development Commissioners are requested to keep this Administration informed about the action taken on the above recommendations and also the progress made from time to time.

Enclosure Key or minimum Programme for Cottage Industries for C.D. Blocks vnd N.E.S.

Sl. No.	Name of Industry	In C.D. Blocks, N.E.S. to be undertaken	Training	Production	Remarks
			No. of Units	No. of Units	
1	Blacksmithy (mainly manufacturing of improved agricultural implements and also may include tinsmithy).	All blocks	1	..	
2	Brick Kiln, tiles making etc. :	All blocks except in/Travancore-Cochin and hilly sandy areas.	..	1	
3	Carpentry	All blocks	1	..	
4	Shoe making	All Blocks except in Assam, Manipur, Tripura, Travancore-Cochin and Madras.	1	..	
5	Spinning & Khadi weaving . .	All Blocks	1	..5*	*Swalamban.
6	Village Oil Industry . . .	All Alocks except in area where edible oilseeds are not grown.	1	10	
7	Village tanning, hide flaying, bone digester.	All Blocks	Tanning 1 Flaying 5 Bone-Digester 1	..	
8	Bee-Keeping	Projects where floral and climatic . conditions are suitable.	..	2(Sub-Stations)	
9	Soap making (washing soap) with non-edible oils.	All blocks where non-edible oil is locally available.	1	..	

Sl. No.	Name of Industry	In C.D. Blocks, N.E.S. to be undertaken	Training No. of Units	Production No. of Units	Remarks
10	Cottage Match Industry . .	All blocks where bamboos are available	3(Only in 25 Pilot Projects)		
11	Sericulture	Projects where conditions are suitable.	1	...	
12	Basket making, Rope making, mat making etc.	All blocks where raw materials available.	3	...	
13	Tailoring, Knitting, Embroidery Spinning, Newar making, etc. (besides adult literacy, child welfare, etc.) as organised by Pepsu, Assam, etc.				
14	Handloom	All blocks where handlooms are existing.	1*	1	*to train on improved looms. one co-operative of weavers for a block.
15	Palm Gur	All blocks where palm trees are growing.	1	..	

Letter No. 2(2)/57-Prg. II dated the 19th October, 1957, From the Government of India Ministry of Community Development New Delhi, To The Development Commissioners, (All State Governments except N.E.F.A. and Andaman Islands).

Subject.—*Small Scale Industries—Coordination Committee of Small Industries—State Coordination Committee.*

As you are already aware the Government of India have recently set up a Coordination Committee of Small Industries for securing greater coordination between different organisations concerned with the development of Small-Scale and Cottage Industries, with the Minister, Commerce and Industry as Chairman of this Committee. It has been decided that the Coordination Committee of Small Industries would also discharge the functions of the Action Committee at the Centre for pilot projects, Cottage and Small Scale Industries. The members of the Coordination Committee are shown in the list enclosed. In this connection a copy of the letter No. Khadi-11 (1)/57-Coord.-Vol. II. dated the 29th June, 1957 issued by the Ministry of Commerce and Industry to the State Governments is enclosed. It is requested that necessary action to constitute the Stae Coordination Commitee may kindly be taken by the State Governments at a very early date, if not already done, in accordance with the instructions contained in the Ministry of Commerce and Industry's letter dated the 29th June, 1957. The copies of the proceedings of the Coordination Committee meetings, when held, may kindly be forwarded to this Ministry as was heretofore done in the case of State Action Committee.

The receipt of this letter may kindly be acknowledeged.

Enclosure

Letter No. Khadi-11 (1)/57-Coord-Vol. II dated the 29th June 1957, From the Government of India Ministry of Commerce and Industry New Delhi, To The Chief Secretary to the Government of India.

Subject.—*Small Scale Industries—Coordination Committee of Small Industries—State Coordination Committee.*

I am directed to say that the Government of India in this Ministry have recently set up a Coordination Committee of Small Industries for securing greater coordination between different organisations concerned with the development of small and cottage industries. A copy of the office memorandum constituting the Committee is enclosed herewith for the information of the State Government.

2. The first meeting of the Committee was held on the 8th June, 1957. A copy of the minutes of the meeting is enclosed for the information of the State Government. I am directed to invite a reference to para 2 of the minutes. It has been decided that the State Action Committees for Pilot Projects (Cottage and Small Scale Industries) should be replaced by the State Coordination Committees on Small Industries. It was suggested at the meeting that the Chief Minister of the State, or failing him, the Minister of Industries, should be the Chairman of this Committee. The Development Commissioner will be one of the members. I am to add that the intention is that in the absence of the Chairman, the Development Commissioner as the senior-most officer of the State should preside at the meetings of the State Coordination Committee.

3. It is suggested that the quarterly reports on the progress of cottage and small-scale industries in the Pilot Projects of the Community Development Blocks should continue to be compiled by the State Development Commissioner for the consideration of the State Action Committee. Copies should also be forwarded to the Ministries of Commerce and Industry and Community Development.

4. I am to request that early steps may please be taken to constitute a State Coordination Committee for Small Industries and the Government of India informed of the progress in this matter.

5. This letter issues with the concurrence of the Ministry of Community Development.

Letter No. 9(11)/57-Prg-II dated the 15th November, 1957, From the Government of India Ministry of Community Development New Delhi, To The Development Commissioners, (All State Governments).

Subject.—*Minimum programme—implementation thereof in the Community Development areas of the States.*

The Development Commissioners' Conference held at Mussoorie, during April, 1957, considered a proposal circulated under the cottage industries programme, regarding a minimum programme for cottage and small scale industries to be undertaken in each block According to that proposal, the minimum programme might include the following industries which have more or less a universal application all the blocks :—

(1) Blacksmithy, including tin smithy.

(2) Bricks and Tile making.

(3) Carpentry.

(4) Leather goods.

(5) Tailoring.

(6) Khadi spinning and weaving, including Ambar Charkha.

(7) Ghani oil crushing.

(8) Soap making.

(9) Flaying and tanning.

(10) Bee keeping.

(11) Village Pottery.

(12) Weaving—Handloom.

(13) Handicrafts (cloth printing, mat making, toy making or embroidery and knitting).

It was felt that in view of the meagre financial resources available it would not be possible to undertake a minimum programme of any appreciable size in each block. The block staff would, however, undertake the preparation of the programme in the manner indicated in Annexure 'A' of the appendix notes on cottage industries, circulated at the Conference on such of the industries as have scope for development in each block.

In this connection attention is invited to the following financial resources that are now available for development of cottage and small scale industries :—

(i) Rs. 50,000 provided under the C.D. budget for each C. D. Block.

(ii) Bulk allocation allotted by the Khadi and Village Industries Commission for 1957-58 for village industries.

(iii) 15 per cent of allotment to a State for 1957-58 for small scale industries earmarked by the Ministry of Commerce and Industry for starting small scale industries in project areas (*vide* letter No. 19/XII(31)/56-Prg dated 15-1-1957 from the Ministry of Community Development).

Besides the above the All India Handloom Board, the Handicrafts Board, the Central Silk Board and the Coir Board would be giving priority to the schemes of the respective industries, to be undertaken in pilot projects (cottage and small scale industries) and community development blocks. It is also expected that State Industries Departments would locate some of their schemes in these areas.

In view of these, although it is realised that the minimum programme cannot be implemented during the year with the limited financial resources available, it would be possible to implement a good portion of the same, if all the available resources are pooled together. Similar financial resources perhaps in a larger measure would be available for the next year and the years following. It is, therefore, possible that adequate resources would be coming forth to implement the minimum programme during the three years' period of a community development block.

It is therefore, recommended that the funds available from all these various resources may be pooled together and a programme for the development of cottage and small scale industries should be drawn up for implementation during 1957-58 for each pilot project and each C.D. block. The action taken in this direction may kindly be intimated to this Ministry.

LETTER No. 2(5)/58-PRG-II DATED THE 20TH JUNE, 1958, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, (ALL STATE GOVERNMENTS).

SUBJECT.—*Extension Officer (Industries)—appointment thereof.*

I am directed to say that at the Industries Seminar held at Coimbatore in February, 1958 some delegates had expressed some difficulty in getting the necessary sanction for the post of Extension Officer (Industries). The difficulty had arisen due to the fact that although the post has included in the staffing pattern of a block its salary was not included in the block budget. On account of some uncertainty many State Governments had not provided the necessary matching contribution (50 per cent State's share) for meeting the salaries of the Extension Officers (Industries) in the 2nd Plan.

In the revised programme issued by the Ministry *vide* letter No. 1 (1)Bd/58, dated 5-5-58 it has been stated that the expenditure on account of the salary etc. of the Extension Officers (Industries) will be borne by the Ministry of Commerce and Industry and the State Governments on the usual 50 : 50 basis. With the allotment of blocks the sanction of this post has become automatic as part of the sanction for the entire staffing pattern.

It has been decided by this Ministry in consultation with the Associated Finance that in cases where no funds are available with the Industries Department for paying the matching contribution for meeting the salaries of the Extension Officers (Industries) the expenditure

on behalf of the State Government may be met from the savings from the States share in the Community Development Budget, provided the savings do not accrue as a result of delay in the appointment of the incumbent or inability to appoint the full complement of the personnel.

It is therefore requested that necessary action by the State Governments may be taken in this regard and this Ministry informed of the position in due course.

LETTER No. 1(9)(1)/58-PRG-II DATED THE 30TH JUNE, 1958, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, (ALL STATE GOVERNMENTS).

SUBJECT.—*Main recommendations and conclusions of the Annual Conference on Community Development held at Mount Abu in May, 1958—Action thereon—Cottage and small scale industries programme.*

The Cottage Industries programme which is so vital for eliminating the unemployment problem of the country has figured prominently in many conferences time and again. With a view to give impetus to this programme the Ministry has been devising ways and means, in consultation with the Ministry of Commerce and Industry, to overcome the difficulties in the implementation of the various schemes.

The subject was thoroughly discussed at the recent Annual Conference on Community Development held at Mount Abu, the recommendations of which have already been communicated to you.

2. It is, requested that necessary action may kindly be initiated on these recommendations with special reference to the following items as early as possible and this Ministry may be furnished with a report about the progress made in their implementation by the end of September, 1958.

(i) Minimum Programme :

(2) A minimum of two industries to be selected in each Block having an Extension Officer. (Industries)

(4) Arrangements for training are to be made to implement the minimum programme.

(iv) *Institutional financing of Rural Industries* :

(2) Each Central Cooperative Bank should earmark a portion of its funds for lending to rural industries and set up an industrial finance Committee.

(v) *Development of Marketing*:

(3) Village Panchayats and Cooperatives to organise weeks to support local industries.

(4) Liberalisation of States' policy for purchase of cottage and small industries products.

(5) State Governments to encourage Khadi and patronize products of village and small scale industries.

(7) Organisation of cottage and small scale industries to produce goods of know demands and to meet local needs.

(vi) *Industrial Cooperatives*:

(2) Government to provide paid supervisory and technical staff.

(3) Supervisory staff for industrial cooperatives.

(4) Appointment of an auditor for thirty cooperatives.

(5) Government to make contributions towards share capital of societies as in the case of handloom societies.

(10) Tapping of outside markets by organise apex union for marketing.

(12) 90 per cent advance for purchase of articles from industrial cooperatives to be permitted.

(13) Requirements of the Government to be fulfilled through cottage industry products.

(14) No sales tax should be levied on products of industrial cooperatives.

LETTER NO. 1(10) (IV)/58-PRG-II DATED THE 7TH AUGUST, 1958, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS/UNION TERRITORIES.

SUBJECT.—*Industries Programme—Subsidising the cost of equipment and improved tools for artisans etc.*

I am directed to invite a reference to this Ministry's circular letter No. 19/XI (57)/56 PRG., dated 14-8-1956 communicating the key programme for adoption in the States. It was stated therein that the provision of Rs. 50,000 as grant-in-aid under cottage industries in the budget of Community Development Blocks was to be utilised for developing such industries in the Block areas which were not included in the lists of any of the all India Boards. Further, the provision was to be used for the following purposes :—

(a) Payment of stipends and travelling expenses to trainees ;

(b) Grants for technical or artisans training institutes ; and

(c) Grants to industrial cooperatives in the area, to meet expenses on account of employing technical and managerial staff for the first three years.

Subsequently on the recommendations of the Sixth Development Commissioners' Conference held at Mussoorie in April, 1957 it was decided that the amount could also be used for any cottage and small scale industry as the All India Boards were not in a position to provide adequate funds.

Realising the importance of the training for rural artisans, its scope is further extended *vide* Ministry's letter No. 31(64)/57-JT, dated 6-6-58 para (*iii*) (*h*) wherein it was specified that the cost of these rural artisans training centres is to be met from the allotment under Rural Arts. Crafts and Industries.

Some States have since made references desiring that they might be allowed to grant subsidy to the trained artisans for purchase of tools and equipments to enable them to establish themselves in their trades and vocations and thus to put the training they have received to profitable use. It has, therefore, been decided that the allotment under this head can also be utilised for subsidising the cost of tools and equipments to be given to the trained artisans.

In view of what is stated above it follows that the provision of Rs. 65,000 as grant for 5 years during the first stage of development of C. D. Block and Rs. 50,000 during the second stage of development, as communicated to the State Governments *vide* this Ministry's letter No. 1(1)/BD/58, dated 5-5-58, should be utilised for the following purposes :—

(a) Training of rural artisans, including payment of stipends and travelling expenses to trainees ;

(b) Grants for technical or artisans training institutes in the block;

(c) Grants to Industrial Cooperative Societies in the block, to meet expenses on account of employing technical and managerial staff for the first 3 years;

(d) For subsidising the cost of equipment and improved tools for artisans, particularly those who are trained in improved equipment and methods of production.

As regards (d) above it is suggested that the subsidy may be given upto 50 per cent of the cost of tools and equipment.

It is further pointed out that out of the allotment of Rs. 65,000 during the first stage and Rs. 50,000 during the second stage under the head Rural Arts, Crafts and Industries, Rs. 15,000 and Rs. 7,500 respectively are earmarked specially for development and promotion of industries under the Women's programme.

LETTER No. 1(10) (VI)/58-PRG-II DATED THE 7/11 AUGUST, 1958, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS/UNION TERRITORIES.

SUBJECT.—*Industries Programme—Subsidising the cost of equipment and improved tools for artisans, etc.*

I am directed to invite a reference to this Ministry's circular letter No. 19/XI(57)/56-Prg., dated the 14th August, 1956 communicating the key programme for adoption in the States. It was stated therein that the provision of Rs. 50,000 as grant-in-aid under cottage industries in the budget of Community Development Blocks was to be utilised for developing such industries in the Block areas which were not included in the lists of any of the all India Boards. Further, the provision was to be used for the following purposes :—

(a) Payment of stipends and travelling expenses to trainees;

(b) Grants for technical or artisans training institutes ; and

(c) Grants to industrial cooperatives in the area to meet expenses on account of employing technical and managerial staff for the first three years.

Subsequently on the recommendations of the Sixth Development Commissioners' Conference held at Mussoorie in April, 1957 it was decided that the amount could also be used for any cottage and small scale industry as the All India Boards were not in a position to provide adequate funds.

Realising the importance of the training for rural artisans, its scope was further extended *vide* Ministry's letter No. 31 (64)/57-JT, dated the 6th June, 1958, para (*iii*) (*h*) wherein it was specified that the cost of these rural artisans training centres is to be met from the allotment under Rural Arts, Crafts and Industries.

Some Sates have since made references desiring that they might be allowed to grant subsidy to the trained artisans for purchase of tools and equipments to enable them to establish themselves in their trades and vocations and thus to put the training they have received to profitable use. It has, therefore, been decided that the allotment under his head can also be utilised for subsidising the cost of tools and equipments to be given to the trained artisans.

In view of what is stated above it follows that the provision of Rs. 65,000 as grant for 5 years during the first stage of development of C. D. Block and Rs. 50,000 during the second stage of development, as communicated to the State Governments *vide* this Ministry's letter No. 1 (1)/BD/58, dated the 5th May, 1958, should be utilised for the following purposes :—

(a) Training of rural artisans, including payment of stipends and travelling expenses to trainees ;

(b) Grants for technical or artisans training institutes in the block ;

(c) Grants to Industrial Cooperative Societies in the block, to meet expenses on account of employing technical and managerial staff for the first 3 years ;

(d) For subsidising the cost of equipment and improved tools for artisans, particularly those who are trained in improved equipment and methods of production.

As regards (d) above it is suggested that the subsidy may be given up to 50 per cent of the cost of tools and equipment.

It is further pointed out that out of the allotment of Rs. 65,000 during the first stage and Rs. 50,000 during the second stage under the head Rural Arts, Crafts and Industries, Rs. 15,000 and Rs. 7,500 respectively are earmarked specially for development and promotion of industries under the Women's programme.

The allotment under the head Rural Arts, Crafts and Industries should now be kindly utilised for the purposes indicated above.

The receipt of this letter may kindly be acknowledged.

EDN. S. E.

LETTER No. CPA/P/14/1/53 DATED THE 16TH NOVEMBER, 1953, FROM COMMUNITY PROJECTS ADMINISTRATION, NEM DELHI, TO ALL STATE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS.

SUBJECT.—*Employment of teachers in community development Programme and N.E.S. Schemes.*

In this office letter No. CPA/P/14/53 dated the 29th January, 1953, State Governments were informed how the village school teachers can be utilised for implementation of Community Development Programme. This has been further emphasized by the Central Ministry of Education, *vide* their letter No. F. 2-8/53-D. I dated the 20th August, 1953 (copy enclosed) in which it has been suggested that in the National Extension Service and Community Project, teachers should be encouraged to take their full share in all local development activities and to assist in running the village cooperative and panchayat. This idea has been elaborated in Planning Commission letter No. PC(VI)/E/64/53 dated the 4th November, 1953 (copy enclosed).

2. I am to request that Development Commissioners/Directors of Community Projects may take necessary action to ensure the maximum possible utilisation of the facilities offered.

ENCLOSURE I

Letter No. F. 2-8/53—D. I. dated the 20th August, 1953, from the Union Ministry of Education to all State Governments.

SUBJECT.—*Educational Programmes to relieve educated unemployment.*

In its letter No. PC(VI) L/48/53 dated July 30, 1953, proposing various measures for relieving educated unemployment, the Planning Commission has, amongst others, made the following recommendations :—

"As a measure which will help absorb a proportion of the educated unemployed it is recommended that municipal authorities, private educational institutions and voluntary organisations should be assisted in establishing adult education centres in urban areas. In the rural areas, where schools are lacking, district and taluka boards should be assisted in establishing one-teacher schools leaving it to the local people either to provide buildings or, for the time being, to conduct the schools under the shade of trees. The Ministry of Education hopes shortly to be in a position to indicate to State Governments the basis on which and the extent to which the Central Government is

prepared to assist the establishment of adult education Centres and one-teacher schools as a special measure for providing employment opportunities for the educated unemployed".

2. The Central Government have accordingly framed these proposals as an emergency measure to deal with the problem of educated unemployment which is causing concern in several parts of India. It is also the aim of these proposals to initiate a movement to bring home to educated people that one of the most constructive forms of service they can render is to work for rural welfare. With the problem of unemployment in view, the Central Government are prepared to assist State Governments in the manner outlined in this letter for a period of three years on the conditions :—

(a) that either through new schools or through expansion of existing schools, there will be a net addition to the number of teachers now employed ; and

(b) that after the period during which the Central Government's assistance is over, the schools will continue to be maintained by the State Governments concerned permanently *out of their own resources.*

3. In terms of the suggestions contained in this letter, State Governments are requested to consider programmes for the expansion of existing rural schools and establishment of new ones. As a rule, new schools will start as one-teacher schools and, in the beginning, it will be left to the local people either to provide buildings or to carry on the schools under such improvised conditions as may be possible. The Central Government envisage that during the period of the plan, rural educational facilities might be expanded to the extent of providing for a maximum of 80,000 additional teachers both in areas selected for intensive rural development, *i.e.,* national extension blocks as well as in others. Under this scheme, the Central Government have in view a programme which would lead to the employment of 30,000 teachers during the year 1953-54 and another 50,000 teachers in 1954-55. The whole position will be reviewed in the latter half of 1954-55.

4. Whether the expansion of educational facilities in rural areas should take the form of teachers being added to existing schools or of new one-teacher schools being established will depend upon local circumstances, and it will be necessary always to ascertain local needs and wishes and the extent of local contribution. It is contemplated that, as a rule, a short orientation course extending to a month or six weeks (during which salaries would be paid) would enable those who have been selected to undertake the work of teaching. These teachers will be paid salaries strictly according to scales prevalent in each State which

take into account the educational qualifications of the teacher, *i.e.*, whether they are trained or untrained matriculates, have passed the intermediate examination or are graduate. Where there are no definite scales of pay prescribed for intermediates or graduates for work in elementary schools, suitable starting salaries may be prescribed in order to encourage such persons to work in the villages. In forwarding proposals, State Governments should indicate what steps are being taken to ensure the avoidance of waste and adequate inspection of the new schools.

5. The scale of Central assistance will be as follows :—

For each teacher	Central (*per cent*)	State (*per cent*)
First year	75	25
Second year	50	50
Third year	25	75
Fourth and successive year.	nil	100

The Central Government's assistance will extent to their share of the salaries of teachers and only for a period of three years, and in the case of new schools a maximum of Rs. 200 in the first year for equipment. Under this scheme no grant can be made for land or building and in no case will the grant be allowed on an expenditure in excess of Rs. 1,000 a year for a school.

6. In National Extension areas and Community Projects, the teachers should be encouraged to take their full share in all local development activities and to assist in running the village cooperative and panchayat. The village school has vital contribution to make as a focal centre of all rural welfare activities and the effort should be to realise this contribution to the maximum extent possible even in area in which intensive work has not yet begun.

7. As regards *social education* centres, the Central Government have in view a scheme limited at present to large cities for which municipal authorities, private educational institutions, voluntary organisations and other established organisations, government or private, will accept definite responsibility. For the period of the present plan, *i.e.*, upto the end of March, 1956, the Central Government are prepared to assist such social education centres to the extent of 50 per cent of :—

(a) Salaries and/or honoraria to teachers, and

(b) Contingencies, subject to a maximum of Rs. 200 a year, provided that the total Central contribution does not exceed Rs. 500 per centre.

The Central Government will be prepared to assist in the establishment of 3,000 centres during 1953-54, and of another 5,000 in 1954-55. Conditions relating to the minimum numbers which any centre should provide for and other conditions to ensure avoidance of waste, elimination of fraud and adequate inspection should be worked out by the State Governments concerned and set out in detail when proposals are forwarded to the Central Government.

8. State Governments are requested to formulate their proposals in terms of the suggestions outlined in this letter, indicating also the manner in which they propose to reorientate their finances in order to meet the additional commitments involved. In case the requests from the State Governments for the current year exceed the number of 30,000 teachers specified above, the Central Government will allocate the number for each State after taking into consideration such relevant factors as the volume of educated unemployment in the State and its willingness and ability to undertake the proposed programme of educational expansion. Similar considerations will govern the allotment of social education centres in the urban areas.

9. It is requested that as the problem of educated unemployment needs to be handed as an emergency, the State Governments may draw up proposals and send them in triplicate to the Ministry of Education as early as possible, and in any case *not later than the 10th September, 1953,* as the Government of India are anxious that the implementation of the scheme should go forward without delay.

Enclosure II

Letter No. PC(VI)/E/64/53 dated the 4th November, 1953 from Planning Commission, New Delhi to all State Governments.

Subject.—*Village Schools and Rural Improvement Activities.*

I am writing this on the subject of the place which the village school should occupy in all rural improvement activities. Paragraph 6 of the Education Ministry's letter, dated 20th August 1953, which related to the appointment of 80,000 teachers in rural areas says :—

"In National Extension areas and Community Projects, the teachers should be encouraged to take their full share in all local development activities and to assist in running the village co-operative and panchayat. The village schools has a vital contribution to make as a focal centre of all rural welfare

activities and the effort should be to realise this contribution to the maximum extent possible even in areas in which intensive work has not yet begun."

The object of this letter is to explain in some detail the action which State Governments should take to implement this important idea.

2. As State Governments are aware it is the policy of the Central Government to encourage the establishment of Basic Education all over the country, as such education is closely related to life and is calculated to make a valuable contribution to the improvement not only of the peoples' standard of living but also of their attitudes and their ways of thought and behaviour. It is, however, obvious that the conversion of all the existing schools and the new schools that may be established within the next few years into basic schools will take time, because of the finances needed and because the establishment of basis schools in the full sense of the word would require a very large number of efficiently trained basic teachers. But it is essential that the earliest steps should be taken to orient all existing and new schools in that direction and to ensure that these schools will be vitally related to the creative activities and the development schemes that are in working in the countryside, and thus become a part of the life of the village. They should not merely aim at teaching the three R's but become the centre of all improvement activities and should be integrated with, and become part of, the life of the village.

3. For this purpose, it is necessary that the Education Departments of the State Governments should take early steps to give the necessary orientation courses to the teachers working in the existing schools as well as those to be appointed in the new schools that are proposed to be opened under the scheme for the relief of educated unemployment. It is suggested that, in the regular training schools as well as during the short training to be given to teachers in the latter category, emphasis should be laid on their understanding of the work for the improvement of village life that is being taken up in the Community Projects and the National Extension Centres and that they should be trained to co-operate with the village level workers and other project and development officers in their various activities.

4. State Governments are requested to issue instructions which will ensure that the village level workers and project and development officers in the National Extension and Community Project areas and development officers in other areas are in close touch with teachers and that teachers, and through them the pupils, participate in

the improvement activities in villages. The following are illustrations of what is envisaged :—

Firstly, participation in activities for improved agriculture. It is particularly important that short school vacations should correspond, so far as possible, with the period of intensive agricultural operations and that the teachers and pupils should assist in these operations in the fields as part of their normal work.

Secondly, they should assist in community works such as building and repair of roads and tanks, afforestation, etc.

Thirdly, the teacher and the senior pupils should play an active part in social education classes for imparting literacy, organising youth camps, village sports, drama, etc., reading out stories and newspapers and explaining useful books and pamphlets. They should draw the villagers into active participation in these educational and cultural programmes.

Fourthly, teachers should assist actively in the work of co-operatives and panchayats.

Fifthly, while it is true that it will be difficult at the initial stages, without adequately trained basic or craft teachers, to ensure that every pupil is taught a useful craft, as much as is possible should be done in this respect. The ideal which the National Extension Scheme and Community Projects have in minds is that practically every family should have a subsidiary occupation. Until this stage is reached or until useful crafts are introduced in the schools the best possible use should be made of the crafts in the village for imparting training to pupils, fullest advantage being taken of agricultural work wherever it is being carried on.

5. It is obvious from what has been said above that for the teachers employed under this emergency scheme, a few weeks' training will not be adequate by itself. It would be necessary to draw up a scheme under which these teachers can be sent out, during part of their vacations, to attend refresher courses either at the training centres established in Community Project and National Extension areas or in the Teachers' Training Institutions, where they can be trained both in methods and techniques of teaching and in the wider activities of rural reconstruction. These should be supplemented by :

(*i*) constant supply of suitable literature to teachers on educational as well as developmental problems,

(*ii*) sending out of peripatetic craft teachers to work for short periods in schools,

(*iii*) developing certain schools as model centres in each area, and

(*iv*) strengthening of inspecting agencies and other suitable measures.

If a carefully thought out programme is drawn up for this purpose, it should be possible, in the next two or three years, to pass most of these teachers through refresher courses and thus to give them a new conception of education as an activity that is vitally and integrally inter-linked with the entire life of the village community. This would naturally require some adjustments in the time of school vacations and holidays and also a proper apportionment of time between academic studies and practical activities. It is suggested that the Education Departments in the States should give due thought to these questions.

6. The scope for such participation in areas outside the National Extension and Community Development blocks will necessarily be more restricted than in these areas. But Government's programme is that within the Plan period one-fourth of the country should come within these schemes and the whole country should be covered in about ten years. Opportunities for participation will, therefore, increase rapidly in all areas.

7. If the working of all ordinary primary schools is organised on these lines, it will be a useful intermediary step towards the conversion of these schools into Basic Schools as soon as fully trained teachers are available and the necessary equipment can be provided. The central idea of Basic Education is community life, community service and participation in the productive activities of the village and, by carrying out the suggestions made in this letter, this central idea will find its place in the ordinary primary schools. The village should come to regard the school as its own—as the most valuable part of its life—and, as the prosperity of the village increases, it should take up the responsibility of developing the school to meet new needs, with such assistance as the State Government and local bodies can give. Only so, can India realize the objective visualized in the Constitution, *i.e.*, of establishing Basic Schools all over the country in which between 50 to 60 million boys and girls of the age groups 6 to 14 can obtain education that will fit them to take part in the wider life of the community.

8. It is unnecessary to add that what has been said above should not affect schemes the State Governments have in view either for the conversion of existing schools into Basic Schools or the establishment of new Training and Basic Schools, which the Central Ministry of Education is most anxious to encourage. The present suggestions should be regarded as supplementary to such programmes.

9. It will be appreciated if State Governments will issue detailed instructions in the local vernaculars to all teachers and village level workers and also to educational and district and development officers of all grades so that the central ideas contained in this letter may be clearly understood and effect may be given to them.

Letter No. CPA/101 (7) /54-PP Dated the 7th April, 1954, From Community Projects Administration, New Delhi, To The Development Commissioners/Directors of Community Projects, of all States.

We have been considering for some time the question of utilization of the village school teacher for social educational work in Community Projects and National Extension Service areas. Already, most of the State Governments have made arrangements to use teachers, in addition to educated persons available in villages, for adult literacy work. In a number of States some arrangements for training the teacher in adult literacy methods have also been made.

2. It is necessary to put these training arrangements on a systematic basis. Furthermore, it is necessary that the training should relate not merely to adult literacy but also to the other facets of the Community Development Programme. The concept of social education is wide enough to cover all these facets and it is felt that a village school teacher cannot really become a satisfactory agent for imparting social education until he receives some orientation in the principles of Community Development work in all its various facets.

3. This matter was discussed recently with the Ministry of Education and the results of the discussions are embodied in the note on reverse.

4. We shall be grateful if you will kindly consider the suggestions contained in the attached note and let us have your comments. If you agree with these suggestions we will suggest that you may select one

or two centres where this orientation training could be imparted to the village school teacher during the ensuing summer vacation. Information regarding number of centres selected for your State and their location may kindly be communicated to us.

5. It is presumed that it will be possible to arrange this training in a school or some other public building available in the selected area and the expenses per trainee will not exceed Rs. 75. The funds required for this purpose should be found out of the amount earmarked for education or social education in the Community Project Budgets.

ENCLOSURE

Copy of a note dated 24-3-54 recorded by Shri S. K. Dey, Administrator, Community Projects Administration, New Delhi.

It has been agreed in previous discussions with the Ministry of Education and Planning Commission that village school teachers should be helped to play their part in the Community Development Programme ; the Ministry of Education, Planning Commission and the C.P.A. have written to the State Governments about this.

2. In the Community Projects, the general pattern is to have 20 Adult Education Centres in each Block of 100 villages. The village school-master, or any other suitable voluntary village worker, will be incharge of the Adult Education Centre and paid an honorarium of Rs. 10 to 15 per month for the purpose.

3. With the implementation of the Education Ministry's programme of appointing 80,000 village school-masters during the Plan period, and also with the proposed coverage by the National Extension Service Programme of one-fourth of the country, a larger programme in regard to Adult Education seems necessary.

4. It is accordingly proposed that every settled village in India should have an Adult Education Centre under the charge of the village school-master or other suitable person. This village school-master will have, to assist him in the programme of Social Education, four persons drawn from each village, *i.e.,* 2 men and 2 women.

5. In order to implement this programme, it is considered necessary to give some organised short-course training to all these workers. A beginning can be made with the school-teachers. It is accordingly proposed that to begin with, there should be an orientation and training

course organised for village school-masters engaged in Social Education work at one or two Centres in every State. The training will be in the multi-purpose facets of rural development lasting for six weeks and conducted during the annual school vacation every year. The High School at the Block headquarters or at any other place in the Block, could be utilised for this purpose ; the villages in the area might be willing to contribute food grains, etc., required by the trainees during their period of training. The Social Education Organisers, of whom there will be two for each Development Block, will be asked to conduct the training courses with assistance from the other subject-matter specialists at the Development Block headquarters. There will be other expenses in regard to this training course, *viz.*, boarding and lodging, travelling allowances, training aids, transport, honorarium for lecturers, etc. These may, for the present purposes, be assumed at Rs. 75 per trainee. For each training centre, the expenditure may, therefore, be of the order of Rs. 3,750 based on 50 trainees per course.

6. These trained and re-oriented village school-masters will then select 2 men and 2 women volunteers from each village, guide and direct them in their work relating to Social Education. These workers also may be taken, in due course, through an organised course of training, more or less, on the line of training for the school-teachers.

7. This will ensure that, if this programme is successfully worked out and implemented throughout the country, there will in due course be—

(a) half a million village school-masters engaged in social education ;

(b) a million men and a million women—all voluntary workers promoting Social Education in all our villages.

Letter No. CPA/16(34)/54—TP Dated the 4th November, 1954, From Community Projects Administration, New Delhi, To The Development Commissioners/Directors of Community Projects, of all States.

Subject.—*Establishing of Janata College.*

The Ministry of Education of the Government of India have addressed all the State Governments on the subject of Education Development in the First Five Year Plan.

2. Under Scheme No. 1, they have suggested *inter alia* the setting up of Janata College at an expenditure of Rs. 50,000 (non-recurring) and Rs. 20,000 (recurring). A note giving suggestions with regard to the organisation of 'Janata College' as circulated by the Ministry of Education is enclosed for ready reference.

3. It is requested that you may kindly get in touch with the authorities of your Education Department and explore the possibilities of setting up of three Janata Colleges in Community Projects and N.E.S. areas and avail of the facilities for training of village leaders. This Administration may kindy be informed of the action taken in due course.

Enclosure

Janata College

As originally conceived the Janata Colleges were designed to fulfil the need now met by the Ford Foundation Training Centres for Village Level Workers. If the need of a State for such workers has not been fully met, the Janata College may be planned generally on the same lines as these centres. If, however, there is no more need for such a centre, the State may experiment with an educational institution, which may operate both as a well organised and equipped community centre and as a centre of higher education for a number of neighbouring villages. It would fulfil the function performed, for instance, by the Country Colleges in England, and the Folk Schools in Denmark. The State Government may possibly start an institution higher rural education to meet the educational, cultural and vocational needs of adults who can spare only a part of their time for education. These institutions may also conduct short week-end or seasonal courses.

As such institutions need to be organized on an experimental basis it is not desirable to lay down any one pattern for them. However, the following lines are suggested :

Organisation:

A Janata College should have a Governing Body of 8 of 10 suitable and interested persons selected from the area to which it will cater and the Principal of the College should be its member Secretary. The Educational Officer of the District should also be its member. It should also have a Students' Council, which can discuss matters pertaining to discipline, community kitchen, educational programme, social and recreational events etc.

Staff :

It is best to have as little permanent staff as possible. The minimum would be a Principal, who has the necessary personal qualities for the success of this type of institution, a librarian and a clerk-*cum*-accountant. The rest of the staff consist of whole-time and part-time persons according to need.

The number and nature of the staff will depend on the nature of educational activities undertaken at the College, which in turn will depend on the demand from the public.

Facilities:

Besides class-room accommodation, the following facilities are desirable—

Assembly Hall.

Library.

Playing field, with possibly some apparatus.

Indoor recreation room (If necessary the class room may be used for the purpose).

If the Janata College is to be a residential institution it will also have to provide facilities for a community kitchen, bath rooms etc.

Activities:

(a) Regular courses—academic as well as craft.

(b) Lectures.

(c) Celebration of National festivals.

(d) Meetings of study and discussion groups.

(e) Film shows.

(f) Outdoor and indoor games.

(g) Hobbies.

A Janata College will have a special responsibility for stimulating folk arts, and raising and sustaining the cultural level, not only of the college community, but also of its locality. For this purpose, national songs, folk songs and other artistic and constructive media near to the minds of rural people will have to be woven into its daily tasks.

Methods of teaching :

While there will be room for lectures the special educational techniques in an institution like this should include—

(a) Discussion groups,

(b) study circles (along with the use of library),

(c) educational trips, and

(d) projects.

Income:

The likely sources to be utilized for the purpose would be :—

(a) Fees.—(Fees may be charged for the regular courses, but not for lectures, and discussion groups etc. In the early stages fees should be small).

(b) Contribution from villages to which the Janata College will cater.

(c) Local Board funds.

(d) Government grant. This will of course be the main source of income of the College. It would be desirable to define items of expenditure for which Government will be responsible. These sould cover the *basic* items which will ensure the running of the institution with the minimum necessary activities—efficiently. Such items may be the maintenance of buildings, the salaries of the permanent and temporary staff and the non-recurring expenditure on equipment. The Government may also give a certain number of scholarships. Village organizations—such as the Panchayats should also be encouraged to offer scholarships to local candidates for study at the college. The income derived from other sources should be used for improving its amenities.

LETTER NO. CPA/21 (6)/54—TP DATED THE 7TH JANUARY, 1955, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, OF ALL STATE GOVERNMENTS.

SUBJECT.—*Supply of prize-winning books by the Ministry of Education.*

As you probably know, the Government of India, in pursuance of their desire to promote suitable literature for neo-literates, called for books and manuscripts for giving prizes to authors and purchase 1,000 copies of the prize winning books for distribution in the Community Projects. The list of books for which prizes have been announced is enclosed. It is requested that the State Government may kindly contact Dr. P. D. Shukla, Deputy Educational Adviser, Ministry of Education, New Delhi, and convey to him their requirements of these books. As the Ministry of Education is purchasing limited number of copies, it may not be possible to meet the requirements of the State Governments in full. However, as far as possible attempt will be made to meet the State Governments requirements.

2. The books will be purchased by the Ministry of Education and supplied to the States free. It is requested that they may be placed in the active libraries in the Project/Block Development Areas and, if possible, also in Social Education Centres and School Libraries.

3. Out of the 35 prize-winning books in different languages, another selection is being made for selecting the first 5 books. These books will be translated in all major Indian languages and 1,000 copies of them purchased on the same lines as mentioned in para 1 above. The State Government may kindly indicate the extent of their requirements as well.

4. This Administration has already forwarded to the State Governments under letter No. CPA/21 (6)/54-TP, dated 6th December, 1954, a list of approved books selected out of the same competition as mentioned in para 1 above. It is requested that as many copies of those books as well as the extra number (beyond those which were allotted to the State Government by the Ministry of Education) of copies of the prize-winning books may be purchased for libraries, Social Education Centres, Schools, etc.

5. It is requested that the demands of the State Government for the number of copies of the prize-winning books as mentioned in para 1 above may be intimated to the Ministry of Education before 31st January, 1955.

6. The receipt of this letter may kindly be acknowledged and this Administration informed of the action taken by the State Government.

ENCLOSURE

List of books for which prizes have been announced

Assames	Adarsh Gaon by Bichitra Narayan Dutt Barua.
	Amar Gaon by Prafulla Chandra Dutt.
	Bhim Charitra by Kavi Ram Saraswati.
Bengali	Amar Gaon by Amarendranath Mukhopadhyaya.
	Priyadarshi Ashok by Dhirendralal Dhar.
	Bhat Kaparer Katha by K. M. Purkayastha.
Gujerati	Dharm Raj by Nanabhai Bhat.
	Agal Wanche (I) by Gijoobhai.
Hindi	Gaon Sukhi, Ham Sukhi by Vinoba.
	Hamara Bhojan by Sharda Charan Mukherji.

Hindi	Do Bailon ki Katha Aur Babaji ka Bhog by Prem Chand.
	Goutam Budh Aur Unke Updesh by Bharat Singh Upadhyaya.
	Gyan Ki Kahaniyan by Hindi Deptt., Kapur Bros. Ltd.
	Manav Shareer by Nekiram Gupta.
	Panchtantra Ki Kahaniyan by Shakuntala Devi.
	Gandhiji Ka Vidyarthi Jeewan edited by Ashok.
	Bharat Ki Kahani by Bhagwat Sharan Upadhyaya.
Kannada.	Givina Katha by Damodar Baliga.
	Bala Ramayana by L. P. Bhardwaj.
Maithili	Triveni by Kashi Kanti Mishra.
Malayalam . . .	Bhumiyute Atmakatha by N. C. Nambudripad.
	Lakshyavum Margavum by O. N. Pillai.
Marathi	Nawa Manoos by B. Ranade.
	Nawa Sansar by Satyavan N. Suryavanshi.
	Murariche Salgaon by N. G. Gore.
	Perani by Vasant Vaidya.
Oriya	Yuge Yuge Bharatiya Nav Jeewan by N. K. Sahu.
Punjabi	Naveen Sawer by Amrita Preetam.
Tamil	Vazhakayim Latchiyam by N. Sesadrinathan.
	Karuvil Valarum Kashandai by P. Thooran.
	Nattukku Nalladhu by A. G. Vilva Roy.
Telugu	Griha Vignanam by Koduri Lilavati Devi.
	Antuvyadhulu by T. Subramanyam.
	Gruhalankaranamuggulu by G. Venkateswara Rao.
Urdu	Admi by Mohammad Khaleeq Siddiqi.

D.O. LETTER NO. CPA/17(6)/55—TP DATED THE 25TH FEBRUARY 1955, FROM SHRI KRISHAN CHANDRA, JOINT SECRETARY, COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF .COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS BY NAME).

SUBJECT.—*Basic—Primary and Secondary—Education.*

The Prime Minister enunciated at the Sixtieth Session of the Indian National Congress held recently at Satyamurthinagar, Avadi, Madras, that Basic Education should be the future pattern of primary as well as secondary education in India. In this connection he called upon the State Governments to further, as early as possible, the implementation of this policy relating to Basic Education so that it could cover rural and urban areas in a systematic and well-planned manner within a period of ten years. The Ministry of Education, Government of India, have set up a new Board which will examine the question of implementation of the Basic Education programme using the medium of productive activity and co-relating it to academic needs through crafts and social environments. The programme, when fully developed, will go a long way to satisfying the educational needs of India in the light of conditions in our country.

2. The Community Projects Administration have already been emphasising that Basic Education should be the sheet anchor of the future educational policy in our primary and secondary schools. In his Monthly Letter No. 8/54 dated August 14, 1954, the Administrator, Community Projects Administration, drew your attention to this fundamental question.

3. I shall be grateful if you will kindly let me know as soon as possible, in consultation with your Education Departments, the difficulties which are likely to be experienced in the effective and speedy promotion of Basic Education programme in the Community Projects/Blocks/NES areas. Many schools have been converted from ordinary schools into basic schools and thus some experience of the practical difficulties is available in your State. It could be of value to us to tabulate these difficulties so that we may place our view points before the Implementation Committee to help them to arrive at a practical solution in order to implement the policy which the Prime Minister has enunciated and which the Planning Commission and the Ministry of Education have adopted for the country.

LETTER NO. CPA/40 (16)/55—PRG, DATED THE 29TH SEPT. 1955, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS INCLUDING PONDICHERRY, N.E.F.A.).

SUBJECT.—*Scheme for granting "Apprenticeships" in Village Development to selected University Students and Teachers.*

Please refer to the Ministry of Education, Government of India letter No. F. 23-16/55-A. 1 dated September 19, 1955, addressed to the

Vice-Chancellors of Universities, on the above subject. I enclose for your information a copy of the letter along with a copy of the revised scheme. It will be seen from para 5 of Prof. Humayun Kabir's letter that the scheme is proposed to be launched during the vacations in May-June 1956 and that the Vice-Chancellors have been requested to forward their comments to the Ministry of Education by October 1, 1955. You will agree that the scheme will be a great step forward in making university students familiar with village development work and bridging the gulf between town and village.

2. I would be grateful if you could in cosultation with the Vice-Chancellors concerned do all you can for implementing this scheme.

ENCLOSURE I

Letter No. F. 23-16/55—A.I dated the 19th September, 1955, from the Union Ministry of Education, New Delhi, to the Vice-Chancellor.

SUBJECT.—*Scheme for granting "Apprenticeships in Village Development to selected University students and teachers".*

Dear Vice-Chancellor,

You will recall that a proposal to institute a scheme for the award of National Service Scholarships was sent to you with my letter No. F. 14-2/54-S.4, dated the 21st May, 1955. In the light of the comments received from various Universities and subsequent developments, the scheme was further discussed with the officers of the Ford Foundation in India as well as the Community Projects Administration. In order to develop a realistic spirit of social service and a responsible understanding of the problems of rural reconstruction in selected University students and teachers, it has been agreed to embark upon a modified and more comprehensive scheme, in cooperation with the Ford Foundation and the Community Projects Administration, than was envisaged in the original scheme sent to you for opinion. I am enclosing for your consideration a copy of the revised scheme for granting "Apprenticeships in Village Development to selected University students and teachers" which has been prepared in the light of further discussions and the experience of the Pilot Project in this connection undertaken this year at the Calcutta University. I would like to add, for your information, that the Ford Foundation has agreed to finance this scheme during its first three years. If the Universities are sufficiently interested in working it out, we shall approach the Ford Foundation for the necessary funds.

2. It will be observed that it is proposed to award apprenticeships to 1,500 students in 1956. This number may be increased in 1957 and

1958, if considered necessary. When the scheme has been finally sanctioned, we shall let you know the number of apprenticeships allocated to your University.

3. As mentioned above, a pilot scheme was tried out in West Bengal during the current year with encouraging results. 42 Calcutta University students, were interviewed and selected by a Committee consisting of representatives of the University and the office of the Development Commissioner. They were then given a one-week orientation course and placed in villages, singly or in pairs, where they lived and worked with Gram Sewaks. Since returning to the University, the students have continued to write to "their" villages and to visit them on week-ends, and have expressed a strong wish to take up such work again next year. They have also formed themselves into a "guild of social service", since returning to the University. Both the orientation course at the training centre and the work in the villages appear to have provided very valuable experience to the students; they have given them a greater appreciation of the village folk and also made them realise that in the task of rural reconstruction every one can play some part.

4. Although it would not be a necessary part of the Scheme, it would suggest for your consideration that, in order to encourage an intelligent understanding of the problem of rural reconstruction you may examine, in due course the possibility of introducing an inter-disciplinary course in the Social Sciences, centring round this problem of rural reconstruction, with students' work as apprentices constituting the "field work". In such a course the cooperation of some members of the Development Commissioner's Staff is also likely to be useful. Staff members with appropriate academic background who serve as apprentices would, of course, be in a good position to help in planning and teaching such a course.

5. The Scheme is proposed to be implemented during the vocations in May-June 1956. Since much preliminary work will be involved before the Scheme can be finalised and made ready for implementation, I should be glad if you kindly let me have your comments by October 1st, 1955, if possible.

Enclosure

A Scheme for Granting Apprenticeships in village development to Selected University Students and Teachers

August 22, 1955.

Purpose:

To develop in selected university students and teachers a realistic spirit of social service and a responsible understanding of the problem of rural reconstruction in India.

Means:

A realistic spirit of social service is best developed through actual participation in well-organized development work under experienced supervision. Students and teachers in most colleges are some what isolated at present from the villages and from current efforts to improve village life. It is therefore proposed that the Community Projects Administration and the Union Ministry of Education place the following scheme before the State Development Commissioners and the Vice-Chancellors of Universities, with a view to discovering whether or not they may wish to try it out in May-June, 1956 :

1. General Description of the Scheme.

Students and teachers (normally, up to one-tenth of the number of students) selected as apprentices would be given a short orientation course and then placed by pairs or singly as apprentices and aides to Gram Sevaks whom they would assist for a period of approximately six weeks during the summer holidays in May-June, 1956. In each State, the Deputy Director (Social Education) should be placed in charge of the training course for apprentices, should post them 'in the field', and should appraise their work when it is completed.

2. Detailed Procedure.

(a) Selection of student-apprentices.

Students to be considered for apprenticeships should have completed the Intermediate course in their colleges and have either one or two more years of undergraduate work to complete subsequent to their service as apprentices. Opportunity to apply for apprenticeships should be advertised well in advance of selection in all of the affiliated colleges of the State in question. Special efforts should be made to get as many women students to participate as possible. Principals of colleges should be asked to submit to the Vice-Chancellor names of eligible and promising students who wish to serve as apprentices.

In addition to the above the following criteria for the selection of student-apprentices are suggested :

(i) Students who have participated in Labour and Social Service Camps organised by the University, the affiliated colleges the N.C.C. and other organizations or have distinguished themselves in Sports and Social and Cultural activities or have worked as rovers and scouts.

(ii) Students who are physically fit and evince special aptitude for village up-lift work ;

(iii) Students who possess knowledge of the local dialect in the area selected for field work.

Since the attitude to and competence for social service of these students should be very carefully appraised by these having experience in village work, in each State, an Executive Committee should be formed for this project with the following members :

(1) The Development Commissioner, or his nominee.

(2) The Vice-Chancellor of the University (or Universities) in question or his (their) nominee(s).

(3) The Deputy Director (Social Education), who shall serve as Executive Secretary of the Committee.

(4) A member of the teaching staff of the University or of affiliated colleges nominated by the Vice-Chancellors.

(b) Selection of teacher-apprentices.

Up to one-tenth of the total number of apprentices may be selected by the Executive Committee from among College and University teachers. They should be nominated to the Executive Committee by the Principals of their colleges.

This committee should work out means for publishing the programme to students in all affiliated colleges, forms for application and appraisal of apprentices, etc.

(c) Orientation, posting, supervision, and compensation.

In the first year of the programme, it is desirable that no more than ten apprentices per block be selected. It can reasonably be expected that each block can provide five Gram Sevaks who can be expected to 'digest' two apprentices to mutual advantage.

A short orientation course of one or two weeks' duration should be planned by the Deputy Director (Social Education) and given to all apprentices at some convenient place, presumably an Extension Training Centre. In this course, the apprentices should learn enough about the purposes and procedures of the Community Projects Programe so that they will understand how they may be most useful to it during their service as apprentices and may acquire an appropriate degree of humility toward their task and those whom they wish to 'benefit'. A brief guide or handbook for the use of apprentices might also be of value.

It is important that apprentices not be quartered upon villagers' gratis, or become in any other way an expense to villagers. Apprentices will therefore receive from the Office of the Development Commissioner

maintenance allowance of aproximately Rs. 2-8 per day and travel allowance of Rs. 10.

In addition to maintenance and travel allowance, every student-apprentice who, in the judgment of the Chief Social Education Organizer, after consultation with block Social Education Organizers and with the aided Gram Sevaks, has served satisfactorily, will receive a stipend in the form of a payment to his (or her) University of Rs. 150. This payment would be credited against the costs of tuition and maintenance at the University during the academic year following the student's satisfactory service as apprentice. This payment would be made in the form of a grant to the University from the Ministry of Education upon receipt of notification by the Development Commissioner concerning the number of students of that University who had served satisfactorily as apprentices to Gram Sevaks.

In the case of teacher-apprentices, compensation would be made at the same rate and in the same manner, except that it would take the form of a cash honorarium to the individual.

Although the opportunity to observe some students serving in the field prior to completion of their University course would be valuable to the Office of the Development Commissioner as a means of later recruitment of development officers, the apprentices would not acquire, by reason of holding these apprenticeships, any formal claim on a position in the development staff.

LETTER NO. CPA/40 (27)/55—PRG. DATED THE 6TH OCT. 1955, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS).

SUBJECT.—*Retrenchment of Civilian School Masters in the Defence Services—their absorption as teachers in Community Projects.*

A copy of Office Memorandum No. 9203/D (Appts.) dated the 6th August, 1955 from the Ministry of Defence, Government of India is forwarded herewith. It is requested that in view of their past experience and qualifications the Ex-Civilian School Masters of the Defence Services may be given preference for appointment as School Masters and Employment Exchanges may be specifically advised to recommend suitable names from persons of the above category when demands for such personnel are placed.

ENCLOSURE

O.M. No. 9203/D. (Appts.) dated the 6th August, 1955, from the Ministry of Defence, New Delhi, to the Ministry of Education.

SUBJECT.—*Retrenchment of Civilian School Masters in the Defence Services—Their re-absorption as teachers in the Community Projects.*

There has recently been retrenchment of a large number of Civilian School Masters serving in the lower formations of this Ministry and after adjusting as many of them as possible against vacancies available in other suitable grades in the Defence Organisation, 89 Schoolmasters have still been left unprovided for. They have consequently been served with discharge notices.

2. It is understood that a good number of teachers are required for the various Community Projects. This Ministry is of the view that these Schoolmasters, many of whom are highly qualified and possess teaching experience could with advantage be appointed in these vacancies. It is, therefore, proposed that the respective State Governments may be approached with a request that while placing demands on Employment Exchanges for teachers for Community Projects they might indicate that the ex-Civilian School Masters of the Defence Services would be given first preference in view of their past experience. The Ministry of Education are requested kindly to address the State Governments concerned accordingly if they see no objection. Planning Commission who were informally consulted have no objection. A copy of this O.M. is being separately endorsed to the Planning Commission.

3. The particulars in respect of these persons, indicating their age-groups, educational qualifications and the number involved in each age-group, are shown in the attached statement*. They have already been advised to register themselves with Employment Exchanges.

4. An early reply is requested.

LETTER NO. CPA/40 (16)/56—PRG. DATED THE 20TH FEB. 1956, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS. (ALL STATE GOVERNMENTS INCLUDING PONDICHERRY BUT EXCLUDING N.E.F.A.).

SUBJECT.—*Scheme for granting apprenticeships in Village Development to selected University students and teachers.*

Kindly refer to this Administration's letter No. CPA/40 (16)/55-PRG. dated the 29th September, 1955.

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*Not Printed.

After considering the suggestions received from the Vice-Chancellors of Universities and the Development Commissioners of States the Scheme has now been finalised. I enclose for your information a copy of letter No. F. 23-16/55-A-1, dated the 10th February 1956, addressed by Dr. G. F. Lakhani of the Ministry of Education to the Vice-Chancellors of all Universities, together with the enclosure attached to that letter. It will be seen from the Scheme attached to the letter of the Ministry of Education, referred to above, that the Development Commissioner of the State concerned or his nominee will be a member of the Executive Committee for implementing the Scheme. The Registrar of the University or his nominee will serve as the Convenor and the Secretary of the Committee.

I request you to do all that you can for implementing this Scheme. As a member of the Executive Committee, you or your nominee will be actively associated with the selection of the apprentices and arrangement of proper orientation training for them. Posting of apprentices to work with selected Village Level Workers in the blocks in your State and finally appraisal of their work will also be your responsibility.

In arranging the orientation training of the apprentices, your help will be needed most. It is suggested that the orientation training of the apprentices allotted to your State may be arranged by you at the Agricultural Extension Training Centre where the Village Level Workers of your State are sent for training. It may be necessary to prepare the Training Course in consultation with the Principal of the Extension Training Centre. The training should aim at enabling the apprentices to understand what is being done in the villages under the Community Development programme and equipping them with necessary knowledge and skills to help the Village Level Worker in his assignments.

It will be seen from para 6 of the Scheme that the Development Commissioner has to pay a travelling allowance of Rs. 10 in lump sum and a maintenance allowance of Rs. 2-8-0 per diem to the apprentices posted in his State. This expenditure has to be incurred by you for the time being. It will then be re-imbursed by the Government of India.

Some States have more than one University within the limits of the State, while some have none. A statement, showing Universities with which the respective Development Commisioner will have to associate is enclosed. Normally, you will associate with the University or Universities to which the colleges in your State are affiliated.

If any difficulties are experienced in the implementation of the Scheme, I am sure the Ministry of Education and the Community Projects Administration (Shri A. R. Deshpande) will extend to you all

possible help, and be glad to reply to any questions which you may put to them.

Enclosure

Letter No. F. 23-16/55-A 1, *dated the* 10*th February,* 1956, *From Government of India, Ministry of Education, to the Vice-Chancellor, University of*——.

Subject.—*Scheme for granting apprenticeships in Village Development to selected University students and teachers.*

I am directed to say that a draft scheme for granting apprenticeships in Village Development to selected University students and teachers was circulated to you for your comments with Prof. Humayun Kabir's D. O. Letter No. F. 23-16/55-A. 1, dated the 19th September, 1955. The Government of India have noted that the scheme has been generally welcomed by the Universities some of whom have offered valuable suggestions for its implementation. These suggestions have been considered very carefully in consultation with the Community Projects Administration and the Ford Foundation in India in planning the first year of the Programme. A copy of the final scheme which is proposed to be introduced this year is enclosed for your information and necessary action.

2. It will be observed that the principal change which has been made in the scheme, lies in the composition of the Executive Committee. It is considered essential that a responsible officer of the University is placed in charge of the scheme with a view to ensuring its proper and expeditious implementation. It has, therefore, been decided to designate the Registrar or his nominee as the Convenor and Secretary of the Executive Committee.

3. I am to request that the Registrar of your University may kindly get in touch with the other members of the Executive Committee at once and convene a meeting of the Committee to plan out the various phases of the programme connected with the implementation of the scheme. I am to enclose a suggested time-schedule for completing the different stages of the programme and to request that the dates suggested therein should be adhered to as far as possible.

4. In the case of your University, the quota of apprenticeships to be made available in 1956 is —— students and —— teachers. I am to suggest that the total number of apprenticeships fixed for your University may be distributed by you among the different colleges of your University, bearing in mind the number of students of the colleges concerned who are eligible to apply for apprenticeship. It is also suggested that Principals of Colleges may be requested to recommend, in

order of merit, about $1\frac{1}{2}$ times the number of apprentices allocated to them by you. In case, for any reasons, some of the students whose names have been recommended by the Principals, drop out at the last moment, their places will be taken by those on the waiting list.

5. Brochures containing the announcement of the scheme and blank application forms are being sent to you separately. It may be noted that the number of copies of the brochure which are being supplied to you is about ten times the number of apprenticeships allotted to your University. It is hoped that this number will be sufficient. Should you require more copies, I am to suggest that these may be cyclostyled by your University in order to save time in correspondence with the Ministry of Education.

No. F. 23-16/55-A.1.

Copy, with enclosures, forwarded for information and necessary action to the Registrars of all Universities in India.

ENCLOSURE

Final Allotment of Apprenticeships

S. No.	University	Apprenticeship			Remarks
		Students	Teachers	Total	
1	Aligarh	21	2	23	
2	Banaras	20	2	22	
3	Allahabad	40	4	44	
4	Lucknow	40	4	44	
5	Agra	45	5	50	
6	Bombay	40	4	44	
7	Gujrat	40	4	44	
8	Poona	40	4	44	
9	Karnatak	25	3	28	
10	S. N. D. T.	5	1	6	
11	Baroda	10	1	11	
12	Sardar V. V. Peeth	50	5	55	
13	Patna	30	3	33	
14	Bihar	90	9	99	
15	Madras	90	9	99	
16	Annamalai	20	2	22	
17	Mysore	50	5	55	

S. No.	University	Apprenticeship			Remarks.
		Students	Teachers	Total	
18	Culcutta	90	9	99	
19	Shantinikatan	10	1	11	
20	Jadavpur	10	1	11	
21	Utkal	40	4	44	
22	Andhra	88	9	97	
23	Venkateshwar	10	1	11	
24	Gauhati	50	5	55	
25	Delhi	40	4	44	
26	Punjab	90	9	99	
27	Nagpur	50	5	55	
28	Saugar	20	2	22	
29	Rajputana	50	5	55	
30	Travancore	88	9	97	
31	Osmania	50	5	55	
32	Jammu & Kashmir	20	2	22	
		1362	138	1500	

DEMI-OFFICIAL LETTER NO. CPA/40 (30)/56-PRG. DATED THE 22ND SEPTEMBER, 1956, FROM SHRI U. L. GOSWAMI, SECRETARY C. P.A. MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO ALL STATE DEVELOPMENT COMMISSIONERS.

It is now the fourth year that we have been making gifts on the 14th November, in respect of activities relating to children.

Donations for school buildings have been going on and should continue till every village has a school. Land has been gifted to many schools and that also should continue till every school has land on which the children can fruitfully work and find a healthy expression for their creative instinct.

Where both land and schools are available, the next step obviously is to equip them both :—

I. *EQUIPMENT OF LAND:*

Agricultural land would need equipment gifts in the form of :—

(a) Sinking of a well or a tube-well.

(b) Fitting the wells with water-drawing equipment, such as hand-pump or electric motor or wind-mill;
(c) Providing implements of agriculture ;
(d) Giving quantities of fertilisers for treating the land suitably ;
(e) Gifts of good quality seeds of cereals, fruits, vegetables, etc ;
(f) Making suitable embankments round the school and with a view to conserving soil and moisture, wherever this may be necessary.

II. *EQUIPMENT OF SCHOOLS:*

Schools would need equipments calculated to help :—
(a) Sanitation,
(b) Cultural growth,
(c) Physical growth etc.

1. *For Sanitation:*

Gifts can take the shape of :—

(a) School health boxes which can help the children to develop habits fo neatness and tidyness,
(b) Providing water-seal or other suitable sanitary latrines where there is none,
(c) Having a bore-well and hand-pump for flower gardens etc.

2. *For Cultural Growth:*

Gifts can take the shape of :—

(a) Donation of libraries to schools,
(b) Donation of maps and charts of educative value,
(c) Donation of models to aid instructions,
(d) Epidiascope or filmstrip both worked with kerosene,
(e) Donation of musical instruments like harmonium, tabla, etc.

3. *For Physical Growth:*

Gifts can take the shape of :—

(a) Providing and equipping playgrounds,
(b) Recreation centres fitted with different articles,
(c) Swimming pools suitable for children where water is easily available.

4. *For Encouraging Thrift:*

Small savings drive could be associated with this occasion by encouraging parents to save certain amounts and buy saving certificates in the name of their children and the total amount so saved may be indicated as savings-gift of the village to the children.

5. The last item which can be implemented only at suitable and rather larger sized villages is : one which may help in developing the latent capacities of children for technical work. This item is :—

(a) To donate "Hobby House" and to equip them.

(b) To donate tools and equipments for some trade useful in that area.

I would request you to consider what particular form of gifts would be convenient in your area and try to create a drive for these gifts as you every year do, so that, we can make 14th November a day of greater and greater success every year.

Letter No. MCD/51 (1)/57-PRG. Dated the 18th January, 1957, From the Government of India Ministry of Community Development New Delhi, To The Development Commissioners, All State Governments.

Subject.—*Scheme for granting apprenticeships in Village Development to selected University students and teachers.*

Kindly refer to Community Projects Administration's letter No. CPA/40(16)/56-PRG. dated February 20, 1956 and Government of India, Ministry of Education's letter No. 42-1/57-AI dated the 9th January, 1957, with enclosures (copies attached*). It has been proposed that the scheme for granting apprenticeships in village development to selected university students and teachers would be extended to the year 1957-58 as well with the only difference that Rs. 20 in lump sum would be paid as travelling allowance instead of Rs. 10. The maintenance allowance will continue to be Rs. 2-8-0 per day to the apprentice posted in the State. The quota of each university has been increased roughly by one-third (*vide* list enclosed herewith*) The expenditure would be incurred by the States for the time being and would be reimbursed later by the Government of India. As you will see, the Development Commissioners of the State concerned or his nominee will continue to be a member of the executive committee for the implementation of the scheme and the registrar

*Not Printed.

of the university or his nominee will serve as the convenor and the secretary of the committee. I would request you kindly to take all necessary steps for the implementation of the scheme in the same manner as last year, associating yourself or your nominee into the selection of apprentices and for the posting of apprentices to work with selected village level workers in the blocks of your State and their work. Arrangements for orientation training and appraisal or work may kindly be made on the same lines as indicated in Community Projects Administration's letter No. CPA/40(16)/56-PRG dated February 20, 1956.

LETTER NO. MCD/33(15)/57-PRG. DATED THE 7TH FEBRUARY, 1958, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT.—*Vigyan Mandir Scheme.*

As you must be aware, the Ministry of Natural Resources and Scientific Research have established a few Vigyan Mandirs in the country and have a scheme to establish many more during the 2nd Five Year Plan. A copy of the revised scheme of Vigyan Mandirs is enclosed for information.

I am also desired to request that the State Governments may please ensure that there is no duplication in the functions and working of the Vigyan Mandirs and the Agricultural programme.

ENCLOSURE

Scheme for the establishment of Vigyan Mandirs in Community Projects and National Extension Service areas.

The Prime Minister has been emphasising that the potentialities of the methods of the science and their application to the development of the country should be brought home to our people, to develop in them scientific knowledge and scientific thinking.

Accordingly at the instance of the Minister for Natural Resources, a scheme for the establishment of Rural Scientific Centres termed as "Vigyan Mandir" was drawn up. In accordance with this scheme, small rural scientific laboratories were to be set up in selected villages in the country to help and advise the villagers on matters vitally concerning their well-being and also to educate them on the methods of science which would benefit them in their day to day activities. As an experimental measure, a rural scientific centre was opened on the 16th August, 1953, in the village of Kapasera in Delhi State. The Minister

of Natural Resources contacted a number of State Governments through their respective Chief Ministers for the opening of similar centres in their States. All the State Governments welcomed the proposal and certain States like Uttar Pradesh even extended liberal facilities for the opening of such centres, by way of provision of buildings, etc.

2. The working of the Vigyan Mandir Centre at Kapasera during the past one year and a half has shown promising results. It is accordingly considered that more centres of this nature should be established in the rural areas of the country, in furtherence of the objectives in view. In accordance with the suggestions received from the Chief Ministers of West Bengal and Orissa in particular, it is considered worthwhile to site the Vigyan Mandir centres in the Community Project areas. The entire subject has been discussed by the Minister for Natural Resources with the Administrator, Community Projects Administration, on 1st February, 1955.

3. The National Extension Service Programme has now been accepted as the minimum pattern of development of rural areas in the country. The entire country is to be covered with NES blocks by the end of the Second Five Year Plan. In the Community Project and NES budgets, there is practically little provision for making villagers scientific minded and for dissemination of scientific information about soil, plants, health and sanitation education etc. Such information as is now available in the country has more or less been a one way traffic—it is carried from the laboratories to the fields but field problems are not referred back to the laboratories to the same extent. This might result in researches in our laboratories becoming unrelated to the life in our villages and offering little benefit to the farmer. It is true that some attempts have been made by the Ministry of Food and Agriculture to carry the results of scientific information in the fields of agriculture and animal husbandry to the rural areas. But much more remains to be done in the Community Project and NES areas.

The multi purpose worker, *i.e.,* the village level Worker is responsible for delivering the goods in various fields of development like agriculture, animal husbandry, cottage industries, health and education through the various subject-matter specialists attached to him. The nucleus provided by this important functionary can be enlarged almost *ad infinitum* with the intensity of development programmes and now leads given in the field of rural welfare. This functionary provides, supported by other development staff from Development Commissioner and Block Level Officers, Collectors and Sub-Divisional Officers and subject-matter specialists in each field of activity, the most fruitful medium by which the rural countryside can most profitably be approached. Experience in the working of the community projects and NES so far has revealed that although steps have been taken to eradicate

specific diseases and there are schemes for specific items of work, e.g., cholera, malaria, filaria, etc.,—very little has been done from the point of view of health education and spread of sanitary habits.

It is, therefore, considered that the best way to achieve the maximum results would be to integrate the working of the Vigyan Mandir scheme with the Community Project and NES programmes. It will be a good thing to have a person educated in the methods of science who could give a lead to the villagers in removing his superstition and ignorance and making him progressive in outlook and enabling him to think on scientific lines as also to apply scientific methods in his day to day activities to his advantage and betterment. The need, therefore, for establishing a proper centre which can be used fo multi-purpose objectives in order to fulfil these urgent demands of the countryside is clear. The Ministry of N.R. & S.R. has already initiated the Vigyan Mandir scheme. This will be a good way of educating villagers on the benefits of science and demonstrate to them in a practical way that the method underlying a scientific approach is the best one for the solution of the day to day problems of the village in respect of soil and water analysis, plant pathology, sanitation and science education etc.

It is desirable to proceed cautiously about the actual extent to which the expansion should take place. Due regard must be had to the desirability of obtaining suitable personnel and then training them for a sufficient time in order to fit them into the scheme of work in the rural areas. It will be sufficient to establish centres in 40 of the 55 community project areas sanctioned under the 1952-53 programme as the first instalment as an experimental measure. These areas have had the benefit of development work for the last two and a half years. They have the advntage of a rural setting of buildings being located in block headquarters away from cities, the availability of land and buildings alongside which additional buildings can be constructed, the availability of funds in the communty project budget for the purpose, the close association of the State Governments which are in direct administrative charge of running community project blocks within the scheme, the availability of 16 mm projectors with a number of educative films and last but not least the availability of sufficient number of vehicles so necessary for moving supervisory personnel and others from place to place with the minimum cost and saving of time. The setting of these 40 Vigyan Mandirs by way of addition to the integrated effort by the Community Projects Administration for altering the face of our countryside will be a further step in the direction of bringing the benefits of science nearer to the villager. Besides these important functions, the Vigyan Mandir centres will make available competent persons who can help in science teaching in the high school at the block headquarters or near it where existing. In every block there

is a high school (now to be raised to a higher secondary school). The Centres can act as applied science laboratories in which the science students from the high schools could work and learn and these students could be usefully employed as extension agents for the Vigyan Mandirs. The Vigyan Mandirs acting in close co-operation with students and parents will in course of time become a very potent instrument for altering the face of the countryside. In course of time this will produce leaders who can play an active part in the village community life.

Scope and Functions:

The Vigyan Mandir will be equipped for the following :—

(i) Soil and water analysis ;
(ii) Plan pathology ;
(iii) Pathological examinations of common human diseases and deficiencies ;
(iv) Rural health and sanitation education ;
(v) Identification of pests and insects ;
(vi) Reading room (literature and materials for plant protection) ;
(vii) Spread of scientific education, and to serve as an applied science laboratory for the high schools.

Soil and Water analysis:

The following physical and chemical analysis will be undertaken on samples of soil and water.

(A) *Physical analysis of soil:*

1. Mechanical analysis by Bouyonces hydrometer.

(B) *Chemical analysis of soil.*

(1) P. H.
(2) Total nitrogen.
(3) Organic matter.
(4) Available phosphate.
(5) Available potash.
(6) Available calcium.
(7) Rapid qualitative tests for nitrate and ammoniacal nitrogen, calcium, magnesium, aluminium, manganese, ferric and ferrous iron, sulphate, chloride, carbonate, carbonate phosphate and potash.

(C) *Water analysis.*

(a) *Potability of water.*

(1) Turbidity.

(2) Colour.

(3) Odour.

(4) Total solids both suspended and disolved.

(5) Total nitrogen.

(6) Chlorine.

(7) Sulphate.

(b) *Bacteriological test.*

(1) Detection of pollution and infection.

(c) *Suitability for irrigation.*

(1) Total soluble solids.

(2) Chloride.

(3) Carbonate and bicarbonates.

(4) Calcium.

(5) Magnesium.

(6) Iron.

(7) Sodium.

(8) Sulphate.

(9) Nitrate.

Plant Pathology.

(i) Identification of plant diseases.

(ii) Recommendations for controlling plant diseases.

Pathological examinations of common human diseases and deficiencies.

(a) *Blood.*

(1) Blood count Total and Differential.

(2) Estimation of Hoomoglobin.

(3) Estimation of cell volume.

(4) Erythrocytic sodimentation rate.

(5) Blood grouping.

(6) Simple slide agglutination test.

(7) Detection of blood parasites such as Malaria Fillaria, Spirilla, K. A. and others.

(8) Blood Culture.

(9) Widal agglutination test.
(10) Bone marrow (Sterneet punchure).
(11) Aldehydo and Chopra's test.
(12) Blood sugar.

(b) *Urine.*
(1) Simple chemical tests like albumin, sugar , bile, etc.
(2) Microscopic tests for sodiments.
(3) Estimation of sugar and albumin.
(4) Urine culture.

(c) *Stool.*
(1) Chemical test such as occult blood, etc.
(2) Microscopic test for detection of parasites helminths and ova.
(3) Stool culture.

Entomology:

(1) Identification of crop pest.
(2) Recommendations of control measures both preventive and curative.

Distribution of literature and materials for plant protection.

A suitable reading room should be set up in each Vigyan Mandir so that simple leaflets, pamphlets circulars etc., on agriculture and public health matters may be available to the villagers to read. Preserved specimens of various plant diseases, insect pests and human diseases may also be kept.

Stocks of insecticides and fungicides, dusters and sprayers may also be kept. Dusters and sprayers should be available on loan to the villagers. Wherever possible chemicals should be supplied to the villagers.

Dissemination of scientific information with the help of educational films.

Each Vigyan Mandir will be furnished with a projector and films on agriculture and public health and other applications of science may be shown to the villagers during the night, Posters, charts and enlarged photographs on agriculture, plant protection and public health matters may be displayed and explained to villagers. At a later stage, if it is possible, a mobile exhibition should also be organised.

Training.—It will be necessary to give training in the sphere of agriculture, animal husbandry, public health and sanitation, education etc. The trainees may be given a minimum of six weeks' training in the

Extension Training Centres training VLWs. They may also be given six weeks' orientation training at one of the Health Centres. Besides training under the Vigyan Mandir scheme for a period of six weeks the trainees may be allowed to do practical work for one month in a Community Project Block. Thus in all, the training period will cover about five months. Necessary arrangements for giving training at the Extension Training Centres and the Health Centres will be made in consultation with the Ministry of Food and Agriculture and Ministry of Health. No difficulty is envisaged in arranging for these training facilities.

Selection.—A Committee will be constituted for the selection of personnel for the Vigyan Mandir Centres.

Financial Implication:

Buildings.—The State Governments will make available the land required for the construction of the buildings free of cost. It is envisaged that two rooms with two small ante-rooms as stores etc., would be required for each centre. It is estimated that the cost of the construction of the buildings for each centre will be Rs. 5,000. The expenditure on the construction of these buildings will be borne by the respective State Governments concerned from out of Community Project funds.

Non-recurring.—It is estimated that a sum of Rs. 16,500 would be required for each centre for the purchase of furniture, apparatus, appliances and other equipment *vide* Annexure 'A' and 'B' (enclosed). For the 92 centres now proposed to be established under the scheme the total non-recurring expenditure will come to Rs. 15,18,000. The entire expenditure will be borne by the Central Government.

Recurring.—The recurring cost per centre will be Rs. 12,380 vide Annexure 'C' and 'D' (enclosed)*. The entire expenditure on these centres will be borne by the Central Governrment.

The above note has been prepared the consultation with the Community Projects Administration and agreed with the Ministry of Food and Agriculture and the Ministry of Health.

Conclusion :

Thus the scheme of Vigyan Mandirs will be a further step in the integrated programme of development of rural India by taking scientific knowledge to them at their home and making the services of qualified men of science to act as a guide in this process.

*Annexures not printed.

LETTER NO. 23(1)/57-PP, DATED THE 12TH MARCH, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/ALL STATE GOVERNMENTS/UNION TERRITORIES.

SUBJECT.—*Coordinated programme of social welfare for women and children in CD Blocks to be taken up from April,* 1957.

Will you please refer to item 4 of the summary record of the discussions and conclusions of the meeting of the Development Commissioners held on the 10th and 11th December, 1956, forwarded with this Ministry's letter No. MCD/21(8)/P/56 dated 20th December, 1956. The proposed scheme of coordination has been approved by the Chairman, Central Social Welfare Board, as well as by the Central Committee. A copy of the approved scheme is forwarded herewith for further necessary action.

2. The essential point to be kept in view is that the Central Social Welfare Board has a fairly good achievement to their credit in the field of women and children, all this having been done through the direct initiative of non-official women workers all over the country and that this arrangement will continue. This will mean that, for all intents and purposes, the Project Implementing Committee at the block level should be treated as a non-official agency to which we will lend the services of our workers in the block, with such financial assistance from the project budget as can be mutually agreed to, subject to the usual supervision in matters relating to the use of these funds. The Block Development Officer will be one of the members of the Project Implementing Committee. It is vital to the success of the coordinated programme that he takes active interest in it and makes his fullest contribution at the deliberations of the Project Implementing Committee. I am to request that necessary instructions in this regard may kindly be sent to the B.D.Os concerned.

3. Your attention is invited to paragraph 2 (1) of the attached scheme, wherein it is stated that during 1957-58 not more than one Welfare Extension Project, coterminous with a C. D. Block, will be started in a district. Any exception that may be necessary will be considered separately by the Central Social Welfare Board.

4. A communication regarding the number of NES blocks in your State which will be converted into CD blocks as from 1st April, 1957, will be sent to you shortly.

ENCLOSURE

MINISTRY OF COMMUNITY DEVELOPMENT

Coordinated programme for women and children in new C.D. Blocks

At the meeting of the National Development Council held in May, 1956, some criticisms were made by Chief Ministers of States regarding the working of the Welfare Extension Projects under the Central Social Welfare Board. At the end of the discussions the Prime Minister observed that there should be close coordination between the Central Social Welfare Board and the Community Projects Administration. This point was again made at the meeting of the National Development Council in December last.

2. The question of coordinating the programme for women and children undertaken in Welfare Extension Projects under the Social Welfare Board and in Community Development Blocks was considered at a meeting of the State Development Commissioners held on the 10th and 11th December, 1956. Development Commissioners felt that it would help in fully utilising resources, both of finance and personnel, if there was a large measure of coordination and joint endeavour between the Community Development Programme and the activities of the Social Welfare Board.

The proposals for co-ordinated working in the main are :—

(1) The Central Social Welfare Board has a programme to take up 990 Welfare Extension Projects during the Second Five Year Plan. Each of these projects covers 25 villages, say roughly one-fourth of a Community Development Block. The Ministry of Community Development's programme is to have 1120 Community Development Blocks during this period; it may be convenient and advantageous to locate a Welfare Extension Project in every community development block that is taken up in future, and make it co-terminous with the Community Development Block. The duration of the programme in a Welfare Extension Project will be three years, as in the case of the Community Development Block. During 1957-58, the number of N.E.S. Blocks to be taken for intensive development will be 200. During this year, not more than one Welfare Extension Project, co-terminous with a C. D. Block, will be started in a district. Any exceptions that may be necessary will be considered separately by the Central Social Welfare Board.

(2) The State Development Commissioner should be a member of the State Social Welfare Board.

(3) The Welfare Extension Projects are now implemented through Project Implementing Committees at district level. In future, there will be a separate Project Implementing Committee for each Project of the new pattern. The composition of the Committee will be as below :—

Chairman—a non-official will be selected by the Central Social Welfare Board; the District Collector will nominate not more than three officials, includnig the Block Development Officer, as members three non-officials will be nominated as members from among the members of the Block Advisory Committee, as many of them as possible being women; about eight non-officials will be selected by the Central Social Welfare Board.

The Chairman of the Project Implementing Committee will be an ex-officio member of the Block Advisory Committee.

(4) Within this broad frame-work, the State Governments and State Social Welfare Boards should work out organisational patterns and plans to ensure the most fruitful joint effort suited to the circumstances of their states.

(5) While it is recognised that the pattern of joint effort will vary, and indeed perhaps, should very to suit local circumstances and conditions, the outlines of a possible methods of joint effort which may be considered and worked are :—

(a) The three-year programme for the block would first be drawn up and approved by the Project Implementing Committee at the block-level as well as by the Block Advisory Committee. Thereafter, financial assistance from the C.D. Budget would be made as grants-in-aid to the P.I.C. by the competent authority, *e.g.*, the B.D.O. the Collector, or the Development Commissioner, as the case may be. It was considered that the procedure of making half-yearly advance payments, as in respect of the C.D. blocks, could be conveniently followed.

(b) Assistance from the community development programme will be provided by way of services, staff and funds, *e.g.*,—

(i) Some of the services available in a Community Development block would also be available for the programme for women and children, *e.g.*, the Primary Health Centre, the medical personnel, and the provision for four maternity and child welfare centres in each block ;

(ii) audio-visual equipment ;

(iii) Provision for rural sanitation ;

(iv) one social education organiser (women), and two gram sevikas. (This staff will not be transferred to the P.I.C., but their services and assistance should be available to implement the programme to the fullest extent.)

(v) the following financial allocations :—

		Recurring	Non-recurring	Total
		(Rs.)	(Rs.)	(Rs.)
I.	Balwadi (Creches & Pre-primary schools)	5,000 (10,000)	10,000 (20,000)	15,000
II.	Social Education	7,000 (20,000)	3,000 (10,000)	10,000
III.	Training in rural arts and crafts	7,500 (25,000)	7,500 (25,000)	15,000

The figures indicated in brackets represent the amount in the Community Development Block schematic budget after deducting the provision for the same head in the N.E.S. Budget and also Rs. 20,000 on account of audio-visual equipment. This will give an idea of the proportion of funds available under each head suggested to be given for the coordinated programme. The above allocations may be regarded as ceilings; actual allotment in respect of each block will depend on the needs of the area and the nature of the programme.

(c) At the post-intensive stage of the Block, one woman social education organiser and, possibly, the two gram sevikas will remain in the block and assist in the programme continued by the P.I.C. The primary health centre and maternity centres will continue to function in the block.

(6) The State Social Welfare Board will have an official of the State Government to work as the Treasurer of the Board, with clearly defined functions.

3. The Central Social Welfare Board also propose to provide some small institutional services for the physically handicapped. These services may be located in the areas covered by the Projects of the new pattern without forming part of the programme itself, and with a provision outside the budget of the project. In other words, they will be treated as 'Non-project inputs'.

D. O. LETTER No. 23 (1)/57-PP, DATED THE 20TH APRIL 1957, FROM SHRI B. R. TANDON, SECRETARY MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO SHRI V. ISVARAN, DEVELOPMENT COMMISSIONER, GOVERNMENT OF BOMBAY.

Will you please refer to your D. O. Letter No. CDP/7357-W, dated the 15th April, 1957, regarding the number of Social Welfare Projects to be started in each district? The position is that the Central Social Welfare Board would like to have four Welfare Extension Projects in each district by the end of the Second Plan period, and, accordingly, would like, as a matter of phasing, to locate not more than one Welfare Extension Project in a district in a year. This does not mean that in those districts where two or more C D Blocks are taken up in a year there will not be a Welfare Extension Project in each block. There is no regidity in regard to this matter. All that is necessary for you is to indicate the location district-wise of the C D blocks taken up from the 1st April, 1957. Thereafter, we will approach the Chairman, Central Social Welfare Board, to give approval to the location of two or more Welfare Extension Projects as may be necessary in the particular district concerned. We have been assured that the approval would be readily given where required.

2. A telegram, and an official letter, have already been sent to your Government requesting for information regarding the location of the new CD Blocks districtwise.

Copy to.—(1) All Development Commissioners, with the request that the required information may kindly be supplied at an early date, in order to get the approval of the Central Social Welfare Board for the location of more than one Welfare Extension Project in a district, where this becomes necessary. (2) The Chairman, Central Social Welfare Board for information.

LETTER No. 2(2)/57-PC, DATED THE 22ND JUNE, 1957, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT.—*Coordinated programme of Social Welfare for Women and children in C.D. Blocks, taken up from April,* 1957.

I enclose for information and necessary action a copy of letter No. PS/CM/PNA/Tour-57, dated 15th June, 1957 from the Chairman, Central Social Welfare Board to the Minister (C.D.) regarding formation of Implementing Committees and undertaking surveys of the areas selected for location of Welfare Extension Projects.

2. A list of the blocks selected by State Governments for intensive development with effect from 1-4-57 where welfare extension projects are proposed to be located has been supplied to the Central Social Welfare Board for further action. As regards other points raised by the

Chairman in her letter dated 15th June, 1957, your attention is invited to the following communications issued by this Ministry :—

(i) Letter No. 2(2)/57-PC, dated the 1st June, 1957 where financial arrangements and method of half-yearly payments from C.D. block Budget to the Project implementing Committee were indicated.

(ii) Letter No. 21 (6)/57-PC, dated the 11th June, 57, forwarding a copy of minutes of the meeting of State Development Commissioners held 5th June 1957. Para No. 6(1) of the minutes refers to the nomination of the State Governments representatives on the State Social Education Board.

(iii) Para 2 (3) of the note attached to this Ministry's letter No. 23 (1)/57-PP, dated 12-3-57 regarding nomination by the District Collector of three officials, and three non-official members of the Block Advisory Committee to the Project Implementing Committee.

It is requested that necessary action in this regard be taken quickly.

3. If this has not already been done, it is also requested that immediate action may kindly be initiated to issue instructions to the Collectors to expedite nomination of six representatives on the Project Implementing Committee.

ENCLOSURE

Copy of the letter No. PS/CM/PNA-Tour-57, Dated the 15th June, 1957, From Smt. Durgabai Deshmukh, Central Social Welfare Board, New Delhi, To Mr. Dey, Union Minister for Community Development, New Delhi.

It may interest you to know that since the conclusion of the Conference of State Social Welfare Advisory Boards' Chairmen in April 1957, we have been concentrating our efforts in the matter of opening Welfare Extension Projects in about 100 CD blocks by the end of April this year. The entire machinery of the Central Social Welfare Board and of the State Boards is now geared to tour the concerned districts for forming Committees and planning the Projects. In some States, such as Madras, Bombay, Bengal, Uttar Pradesh, Punjab etc., we have made considerable headway in preliminary matters.

We have however, been experiencing some difficulty in either getting full information about the location of CD blocks in various States or where that is available, of settling the details at district level. The first

step to be taken in the implementation of the coordinated social welfare programmes with CD blocks is the formation of Implementing Committees consisting of eight as our representatives with a non-official as Chairman (woman) and six as representatives from the Community Development side; out of the six, three being officials nominated by the Collector and three from their Block Advisory Committees. The details of survey, the location of centre, the payment of staff, all these have to be worked out and settled by this Committee after its formation. So far our State Boards are concerned on account of constant tours by Chairmen and other members in charge of their zones have toured and got their proposals for nominating our eight representatives on the committees. This has happened in the States mentioned above. But when our members and Chairmen of the State Boards requested the Collectors of their respective districts, they were told that necessary instructions in this behalf are not received from the Development Commissioners and therefore they were unable to nominate their representatives on the Committee. This is the main reason which is holding up the further progress in the implementation of our programme and I would therefore request you to see that necessary instructions are issued from your Ministry to the Development Commissioners again; who in their turn should issue the immediate instructions to the Collectors of their districts. This would facilitate the formation of the Committees and further steps could hereafter be taken.

With kind regards.

LETTER NO. 51(3)/57-PRG. DATED THE 4TH SEPTEMBER, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE VICE-CHANCELLORS, (ALL UNIVERSITIES IN INDIA).

SUBJECT.—*Community Development—Introduction of the subject in the University syllabi requested.*

One of the recommendations of the Estimates Committee was that there should be a greater co-ordination between the Community Development Programme and the Universities in the country. You are, no doubt, aware that in order to implement this vast social experiment all over the country this Ministry had to establish a number of Training Centres primarily because there was a paucity of personnel with the right orientation. Accordingly, a number of Extension Training Centres have been set up to re-orientate personnel recruited and officials already serving in the various departments. It is felt that the problem of training the vast number of workers engaged in this programme of Community Development would, in a measure, be eased if the universities come forward to introduce as a part of the curriculam the

subject of community development in the graduate as well as post-graduate classes. Already a body of literature on the philosophy, the content and the evaluation of this community development programme, published by this Ministry as well as by the Programme Evaluation Organisation is available for reference and study. Certain universities such as Delhi have already included community development programme as part of the study for a degree in social work. Certain other universities like Aligarh and Patna have carried out some research about the reactions of the countryside towards this programme. I am writing to request that you may kindly consider the advisability of including in the syllabus for Economics and Education the subject of community development for the graduate and post-graduate examinations. We would also suggest that for subject such as public Health, Agriculture and Veterinary Science, the subject of extension may be included in the syllabus for the degree in those subjects.

This Ministry will be very grateful to receive your views on our suggestions and your suggestions regarding the provision of literature and other facilities for training, including visits to development blocks and any other help that can be rendered in this connection.

LETTER No. 27 (7) (T. W.)/57-PRG. DATED THE 9TH OCT. 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT.—*Education—recommendations of the Sixth Development Commissioners' Conference—clarification—*

Kindly refer to recommendation No. 2 (h) iii (b) of the vi Development Commissioners' Conference which is.

"In view of the heavy load of work the Gram Sevaks will not be able to give intensive coverage in these (Special Multipurpose) Blocks. Village teachers should, therefore, give more assistance to the Gram Sevaks after some extension training".

After reconsideration and consultation with the Ministry of Education, it is felt that this recommendation, if implemented fully, will interfere with the normal work of the school teachers. It is not the intention of this Ministry to unnecessarily saddle the village teacher with the work which will come in the way of efficient discharge of his duties. In exceptional cases, however, where the appointment of a school teacher as Asstt. V.L.W. is considered unavoidable, this may be done but it is hoped that such cases will be few and far between.

The receipt of this circular may kindly be acknowledged.

LETTER NO. 33 (15)/57-PRG. I, DATED THE 31ST OCTOBER, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT.—*Vigyan Mandirs—expenditure for the buildings—clarification issued—*

Will you please refer to this Ministry's circular letter No. MCD/33 (15)/57-PRG., dated the 7th February, 1957? On page 7 of that circular it had been stated that Rs. 5,000 would be available for the erection of the building for Vigyan Mandir out of the Community Project Funds. This matter has been re-examined in consultation with the Ministry of Education and Scientific Research, and that Ministry has issued the enclosed Office Memorandum which clarifies the position. According to this, it has been agreed that the State Governments desiring to set up Vigyan Mandirs should meet the cost of the buildings only out of their funds. It is hoped that there will be no difficulty for the State Governments to meet this comparatively small expenditure of Rs. 5,000 on the construction of Vigyan Mandirs buildings out of their normal budget.

The receipt of this may kindly be acknowledged.

LETTER NO. 51 (3)/57—PRG-II, DATED THE 24TH DECEMBER, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE VICE-CHANCELLORS OF ALL THE UNIVERSITIES.

REFERENCE.—*This Ministry's circular letter No.* 51 (3)/57-*Prg. dated the* 4*th September*, 1957.

After careful consideration of the proposal for including the subject "Community Development" in the syllabus of the Graduate and Post-Graduate courses in the Universities and the views expressed by the Universities in the matter, this Ministry recommends that the Universities may consider including this subject in the appropriate courses of studies for B.A. and M.A.

While institutions specialising in social work may be given a complete paper for the subject, for the other institutions a series of lectures may be arranged under such subjects as the Universities may decide. The topics which can be taken up under this subject are indicated in the enclosure. This may be taken as a model which may be modified to suit the requirements of the different examinations suggested above. It will be seen that no extra expenditure is likely to be incurred

by the Universities in introducing this subject. If, however, it is felt that some financial assistance is needed, the University Grants Commission may be approached for the same.

The Development Commissioners, subject matter specialists and others directly associated with the Community Development programme at the various levels, will be glad to give the necessary assistance in the form of conducting tours of the students and the teachers and delivering lectures etc. in case it is required by the Universities. This Ministry will be glad to know if, it can be of any assistance to the Universities in the introduction of this course.

Action taken in the matter may kindly be intimated to this Ministry.

ENCLOSURE

COMMUNITY DEVELOPMENT IN INDIA

(1) Historical Background, Rural Development and Uplift Schemes. Gurgaon District Experiment. Martandam Experiment. Bombay Sarvodaya movement, Firka Development Organisation. Rural Reconstruction Programme Sirineketan. Grow More Food Campaign. Nilokheri and Etawah Projects.

(2) Philosophy and Concept of Community Development. Intensive Development. Area Development, Multipurpose Character of the movement. People's Initiative and Participation.

(3) Organisational set up of the Programme. Organisation at the Government of India level, State level, District level, Block level and village level.

(4) Programme in the N.E.S., C.D. and Post-intensive phases.

(5) Evaluation. Programme Evaluation Organisation. Evaluation in States. Internal and External Achievement.

(6) Community Development work in the U.S.A., U.K., Italy, Burma, Japan and Pakistan.

LETTER No. 28(36)/56-TG-2, DATED THE 9TH JANUARY, 1958, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS CHIEF COMMISSIONERS OF ALL STATE GOVERNMENTS AND ADMINISTRATIONS.

SUBJECT.—*Gram Sevaks—Proposal to grant scholarships to improve career.*

Of late, it has been felt that the really good and promising V.L.Ws. who have done good work in the villages should have opportunities to rise further by being given higher education in Agriculture, Animal

Husbandry or any other subject for which they show special aptitude. The experienced V.L.Ws. will bring with them an intimate knowledge of rural problems which will be an asset to the training institutes and the Employing Departments. The Ford Foundation are prepared to consider the provision of about 100 scholarships for this purpose provided a suitable scheme of training is worked out.

2. In this connexion, I am directed to forward herewith a note giving some of the points arising out of the issue, which may please be considered and the views of the State Government/Administration, communicated to this Ministry as early as possible. It is also proposed to discuss the matter in details in the meeting of the National Development Council expected to meet in New Delhi sometime in February, 1958.

A very early reply will be greatly appreciated.

MINISTRY OF COMMUNITY DEVELOPMENT

It has been felt that the really good and promising V.L.Ws. who have done good work in the villages should have opportunities to rise further bv being given education in Agriculture, Animal Husbandry or any other subject for which they show special aptitude. The experienced V.L.Ws. will bring with them an intimate knowledge of rural problems which will be an asset to the training institutes and the Employing Departments. The Ford Foundation are prepared to consider the provision of about 100 scholarships for this purpose provided a suitable scheme of training is worked out. In this connection the following points are for consideration by the Development Commissioners :—

(1) Only those V.L.Ws. should be eligible for the scheme who fulfil the basic qualifications prescribed for the entrants to the training institutions approved by the State for the purpose. In some States Matriculates are admitted to the Agricultural Colleges and in other States I.Sc passed with prescribed subjects are admitted. The concerned Universities will be requested to consider the feasibility of allowing credit, say for a period of about 12 months, in view of the agricultural training already undertaken by the V.L.Ws. Could this consideration be initiated by the Development Commissioners? Pending this consideration we may proceed on the assumption that no concession will be allowed.

(2) Should the selected V.L.Ws. be deputed for training on deputation terms or should he be given the scholarship and half the salary during the period of his absence or study? What should be the stipend? At most of the Agricultural Colleges, the students will have to spend not less than Rs. 75 per month. Since the V.L.Ws. may have other commitments giving him half his salary in addition to the stipend would be justified.

(3) It is suggested that a V.L.W. who has put in less than 2 years' work in field should not be eligible for selection. The total number of stipends admissible to a State will be in proportion to the Blocks sanctioned for the State. The selection of the V.L.Ws. should be on merit and will be done by a Committee consisting of Development Commissioner, Director of Agriculture and Director of Education and a Deputy Secretary from the Ministry of Community Development. There should also be perhaps arrangements for preliminary weeding out of the applicants and for this purpose, if necessary, similar Divisional or District Committees may be appointed.

LETTER NO. 19 (1)/58—PRG-II, DATED THE 22ND JANUARY, 1958, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, (ALL STATE GOVERNMENTS EXCEPT N.E.F.A., PONDICHERRY AND ANDAMAN & NICOBAR ISLANDS).

SUBJECT.—*Scheme for granting apprenticeships in village development to selected University students and teachers for* 1958-59.

In inviting a reference to this Ministry's letter No. MCD/51 (1)/57-PRG., dated the 18th January, 1957, I am directed to state that it has been decided to extend the scheme for granting apprenticeships in Village Development to selected University students and teachers to the year 1958-59. The quota allotted to each University has been communicated by the Ministry of Education and Scientific Research to the Vice-Chancellors of the Universities in their letter No. F. 7-1/58-U. 5., dated the 14th January, 1958 (copy enclosed).

2. The terms and conditions of granting these apprenticeships are the same as during the last year. A copy of the brochure explaining the scheme is enclosed herewith. The salient points are :—

(a) The Development Commissioner or his nominee will be associated in the implementation of the scheme. As a member of the Executive Committee he will help in the selection of the apprentices and in making arrangements for proper orientation training for them.

(b) The training should aim at enabling the apprentices to understand the community development programme and in equipping them with the necessary knowledge and skill to help the village level worker in his assignment. It should be arranged at the Agricultural Extension Training Centres.

(c) The State Governments should incur the necessary expenditure which would be later reimbursed by the Government of India. The Travelling Allowance and Dearness Allowance will be admissible at the same rates as allowed during the year 1957-58.

It is requested that all the necessary steps for the implementation of the scheme may kindly be taken.

As the scheme has been in operation for more than two years it is felt that an appraisal should be made. It is further requested that steps may be taken to carry out evaluation concurrently and also at the close of the operation for the next year. A report of the results arrived at may kindly be communicated to this Ministry.

The receipt of this letter may be acknowledged.

Enclosure

Letter No. F. 7-1/58-U. 5, dated the 14th January, 1958, from Deputy Educational Adviser to the Government of India, New Delhi, to the Vice Chancellor.

SUBJECT.—*Scheme for granting Apprenticeships in Village Development to selected University Students and Teachers during* 1958.

I am directed to invite your attention to the correspondence resting with this Ministry's letter No. 42-1/57-A. 1, dated 18th January, 1957 on the above subject and to say that it is now proposed to continue the Scheme of Village Apprenticeships for University students and teachers during 1958 also. The success of the Scheme during the last two years has more than justified this decision, and the Ministry of Community Development and the Ford Foundation in India have agreed to give the necessary co-operation and assistance.

The number of apprenticeships available to your University including its affiliated and constituent colleges will be —— students and —— teachers. These apprenticeships may be distributed by you among the different colleges of your University bearing in mind the number of eligible students in the colleges concerned. It is suggested that the Principals of these colleges be requested to recommend in order of merit about 1½ times the number of apprentices allocated to them by you, so that the places of those who drop out at the last minute can be taken by those on the waiting list.

The terms and conditions of granting these apprenticeships to University students and teachers are the same as last year. Brouchures explaining the Scheme, blank application forms, and a suggested time schedule are being sent under separate registered cover to the Registrar of your University who may please be asked to convene immediately a meeting of the Executive Committee to plan the various phases of the Programme in accordance with the suggested time schedule.

RURAL HOUSING

LETTER No. CPA/26 (3)/54—PP, DATED THE 18TH MARCH, 1954, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT.—*Rural housing—training facilities at B. & R. Soil Research Laboratory, Karnal (Punjab).*

In continuation of this Administration letter of even number dated 19th February, 1954 forwarding an article on 'Rural Housing' by Shri C. B. Patel, Housing Adviser to the Government of India, this is to bring to your notice that training facilities are available at the B. & R. Soil Research Laboratory, Karnal (Punjab). The detailed information regarding stabilisation of soil as well as 5 per cent bitumen emulsion plaster will be available from the Research Officer of the said Laboratory. This laboratory receives grant from the Central Government and in return they train nominees from the State Governments in stabilisation of soil. There is a 3 months course for officers of the status of Assistant Engineers and about 6 to 8 weeks for Overseers. If the State Government feels interested, they may depute some of their officers to undergo training to enable them to receive the training considered necessary for the work of soil stabilisation. Further information if any, may be obtained direct from the Research Officer who is also being requested to make available literature on stabilisation on soil, to you.

The Ministry of Works, Housing and Supply of the Government of India is in the process of preparing a booklet showing typical plans of houses, schools and other buildings required in the villages. As soon as it is ready, it will be distributed to all Development Commissioners etc.

LETTER No. 30(1)/57—PRG, DATED THE 4TH SEPTEMBER, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT.—*Rural Housing—co-ordination of activities with various Ministries.*

I am directed to forward herewith a circular of the Ministry of Works, Housing and Supply on the subject of Rural Housing and to request you to take immediate steps for the setting up of the rural housing cells at the State Governments' headquarters for drawing up master plans for the villagers selected for the proposed housing projects.

This circular may kindly be acknowledged.

ENCLOSURE

Letter No. H II-26 (10)/56-Vol. II, dated the 14th August, 1957, from Secretary to the Government of India, Ministry of Works, Housing & Supply, New Delhi, to (1) The Chief Secretaries of all State Governments, (2) The Chief Commissioners of Union Territories (by Name). ..

SUBJECT.—*Rural Housing—Evolution of an integrated programme for the establishment of village housing projects.*

I am directed to refer to paragraph 1 of this Ministry letter No. HII-23(15)/56, dated the 12th July, 1957 on the above subject (copy enclosed), and to say that the Government of India have now decided upon the broad outlines of their Rural Housing Programme under the Second Five Year Plan. It has been decided that the provision of Rs. 10 crores in the Plan should be utilised for the establishment of a number of housing projects in the selected villages all over the country. These projects, it is considered, will not only ensure adequate housing and other amenities to all the residents of the villages concerned, but will also serve as a source of inspiration to adjoining areas. In course of time, the projects could be duplicated elsewhere with the help of local initiative and resources.

2. It has been generally agreed that any programme of Rural Housing has necessarily to be based on the following three principles :—

(i) *Aided-self-help*—outside aid, particularly financial being restricted to the barest minimum. Adequate technical guidance should, however, be made available ;

(ii) Improvement of housing in a village or the physical reconstruction of a village to be treated as a long term programme spread over a period of say 10 years. This would enable work on a comparatively larger number of villages being taken in hand with the help of the Rs. 10 crore provision for Rural Housing in the Second Five Year Plan ; and

(iii) An all round economic development of the rural areas in which the programme is undertaken, to enable the villagers to maintain their houses and to repay the loans taken by them for the building of their houses, without any undue hardship.

3. A Rural Housing Programme must obviously from part of an overall rural development programme based, above all, on progressive

increase in agricultural production and in local employment opportunities, and should be framed in such a manner as to enable it to take on the form of a steadily developing effort in which local resources and local initiative play an ever-increasing role. The immediate need, therefore, is for an educational approach to the village people to awaken in them the desire to rebuild their villages either by expanding the existing site or on an adjoining piece of land. Although, in view of the financial limitations, the problem of Rural Housing can be tackled, to begin with, on a very small scale, there can be no doubt that when village families move into new and improved houses in replanned villages with proper streets and drains, safe drinking water, open spaces, playgrounds, community centres, etc., they will naturally want to live better, and thereby be motivated to exert greater effort towards improvement of their agricultural and industrial production which alone can provide them with the additional resources required to meet their growing demands for better living. Such an approach would, therefore, gradually (*i.e.,* as the Rural Housing Programme develops) stimulate at one and the same time, an increasing demand for goods, and an increasing capacity to produce the wanted goods. The villagers in the areas selected for the implementation of the proposed housing programme, will obviously need a considerable amount of technical guidance in bringing about the contemplated transformation, and this should be freely made available to them by the State.

4. Taking into account the limited resources available for Rural Housing under the Second Five Year Plan, it is considered that the proposed Housing Programme for rural areas might appropriately be confined to villages in suitable N.E.S. and Community Development Blocks. A certain amount of consciousness for a better standard of living, and for increasing agricultural production etc. has already been roused among the inhabitants of these villages through various measures taken under the N.E.S. and Community Development Programmes; and some administrative machinery with knowledge of local conditions and requirements and for establishing contact with the inhabitants and assisting them to carry out new development activities, also exists in these Blocks. A group of 4-6 villages may be selected in each block, and suitable master plans and designs for houses, may be prepared for them by, or under the guidance of Rural Housing Cells (to be set up by each State Government at its headquarters) after carrying out the necessary physical and socio-economic surveys. Implementation of the master plans and the rebuilding of houses should to be taken up section by section so that the entire village is remodelled over a period of 10 years or so. Cooperatives should be set up for manufacture of bricks, tiles, locks, hinges, doors, windows, frames, rafters etc.,—cooperatives for different items being preferably located in separate villages. Each cooperative should meet the demand of the entire group

of villages in which the Housing Programme is being implemented (as also of adjoining villages, if any), for the item manufactured by it. This would help to keep down costs and also provide more or less equal employment opportunities of a steady nature in the villages of the group. The Ministry of Community Development, who will take on the work of implementing the proposed Housing Programme, have already agreed to give preference to such villages in the matter of allocation of funds for development of village industries, as also for improved water supply, sanitation, irrigation facilities, etc. The other Ministries concerned with various aspects of rural development, *e.g.*, Home Affairs, Health, Food & Agriculture, Commerce & Industry, have also agreed to coordinate their activities with those of the Ministry of Community Development and this Ministry to ensure a balanced development of the villages selected for the implementation of the Housing Programme.

5. The houses to be built for the villagers need be designed on a very modest scale so as to set such standards as are consistent with the stage of growth in the rural economy and the level of incomes over the greater part of the Community. As the programme is intended to be implemented on the basis of aided-self-help using the building materials locally available the loan assistance to be granted per house should be kept as low as possible and must not, in any case, exceed 50 per cent of the cost of construction (inclusive of cost of land in cases where villages in flood-affected areas are to be rebuilt on new sites) subject to a maximum of Rs. 1,500 per house—the beneficiaries being expected to find the balance either in cash, materials or manual labour of the members of families. These loans may be given either through Cooperative Societies or direct to individuals as may be necessary according to circumstances obtaining in each village or group of villages—preference being given to individuals falling in the lower income brackets or to cooperatives of such individuals as far as possible. Assuming that the average loan assistance would be in the neighbourhood of Rs. 750 per house, and that not more than 70 per cent of the households in each village seek loan assistance for the purpose, the provision of Rs. 10 crores in the Second Five Year Plan should suffice to finance the construction of about 1,33,000 houses spread over 5,000 villages of about 200 houses, if the housing programme in each village is to be completed in 10 years' time. The programme will have to be phased out properly to make the best use of available technical manpower, materials and resources, and stepped up gradually. Consequently, the Government of India propose to make a start with 500 villages during the Second year of the current Plan (*i.e.*, 1957-58), the number being raised to 1500 in 1958-59, 3,000 in 1959-60 and 5,000 in 1960-61 which would be the last year of the current Plan. It may also be mentioned that the annual equated instalment of repayment for a loan of

Rs. 750 re-payable in 20 years with interest at say 5 per cent (the exact rate of interest, which is liable to vary from time to time, will be communicated later), would work out to about Rs. 60. This should not be beyond the repaying capacity of a household. It will, of course, have to be ensured that the houses are maintained properly and that they actually last for a period of 2 years—*i.e.,* until the loans have been repaid completely.

6. A considerable section of the rural population—for example Scheduled Castes, scheduled tribes and other backward classes—is, how ever, too poor to be able to repay any loans that might be given to them for house-building purposes—within any reasonable period of time. It will obviously be essential to provide adequate housing facilities to such persons as well residing in the villages selected for the proposed Housing projects. As housing facilities for persons belonging to those communities could not possibly be provided without the help of adequate subsidies, it was considered that the difficulty could be overcome by enlisting the cooperation of the Ministry of Home Affairs, who have been provided with funds for the welfare of scheduled castes, scheduled tribes, etc. In pursuance of conclusions reached at an Inter-Ministerial meeting held to consider this point, the Ministry of Home Affairs have in their letter No. 3/25/55-Pub. III, dated the 6th October, 1956, already advised the State Governments that—

(i) in the implementation of the housing programme for Harijans and other backward classes included in the State Plans, the villages selected for treatment under the Rural Housing Programme of this Ministry should be given preference. This will enable indigent persons belonging to these communities to obtain suitable subsidies for the purpose of building houses for themselves ;

(ii) their departments dealing with the welfare of Harijans and backward classes, which will be selecting suitable sites for the location of housing colonies and "model villages" for scheduled castes and other backward classes etc., under the Centrally sponsored Schemes of Home Ministry, should maintain close liaison with the Community Projects authorities who will be selecting villages, or groups of villages) in consultation with the State Governments, for treatment under the Rural Housing Programme of this Ministry. The intention is to secure that as many of the proposed housing colonies, or "model villages" for scheduled casts etc. as possible fall within the areas selected for the implementation of the Rural Housing Programme of this Ministry so as to enable those colonies etc. to benefit fully from the community facilities etc. made available in these areas.

7. So far as the selection of villages for the proposed Housing projects is concerned, it is considered that special consideration should be given to the following categories of villages :—

(a) villages which are situated in the flood-affected areas and are proposed to be rebuilt on sites free from the danger of floods ;

(b) villages in which on account of increase in population, there is considerable congestion, as in delta or other irrigated areas, in the neighbourhood of industrial towns, etc ;

(c) villages in which there are substantial populations of backward classes whose living conditions are bad for want of resources and adequate building sites ;

(d) villages in which consolidation of holdings has been completed or the people are willing to carry out such consolidation and make available the land needed for the improvement of village housing and development of community facilities, free of cost ;

(e) villages in which successful programmes for increasing agricultural production have been or are being implemented.

The following factors, *inter-alia,* will also have to be borne in mind in selecting villages suitable for the purpose :—

(i) the majority of residents of the village should be willing to improve or rebuild their houses, as might be necessary, on "aided-self-help" basis, in accordance with a Master plan to be drawn for the village by the State Government; (in drawing up this "Master Plan", efforts should be made to preserve the existing trees, wells and pucca houses, as far as possible ;

(ii) the village should offer possibilities for the setting up of co-operative brick kilns, joinery, and other village industries, to the requisite extent, and for the development, where necessary, of water supply, sanitation and irrigation facilities ;

(iii) as far as possible such villages should be selected in which the number of houses is not far above or below 200.

8. The necessity for provision of technical services on an adequate scale for the implementation of a Rural Housing Programme on the above lines, is too obvious to need any special emphasis. In this connection, a reference is invited to this Ministry letter No. HII-23 (15)/56, dated the 12th July, 1957. Apart from strengthening the field staff to the requisite extent, (at present there is only one Block Overseer to look after all engineering work in a Community Development Block) it will be necessary for the State Governments (as explained in the above letter) to set up "Rural Cells" at their headquarters for drawing

up Master Plans for the villages selected for the proposed housing projects, and preparing suitable designs for houses for each of these projects having regard to local climatic and other conditions. These Cells will also have to provide overall technical guidance to local authorities in connection with any problems that might arise during the course of execution of these housing projects, and generally to ensure that the money made available for these projects is properly spent. It will be essential for these Rural Cells to be headed by a fairly senior Technical Officer with a view to ensuring that the technical advice and guidance made available by these Cells is sound and of real assistance to local officials actually in charge of handling the various projects.

9. Research and training are essential to the success of a Rural Housing Programme of this nature. The technical education and training of Assistant Engineers, Architects and Overseers, who will have to execute the various village housing projects, is confined almost entirely to planning and construction of buildings in the urban areas ; they do not have at present an adequate background of the housing needs and requirements in the rural areas of our country, nor do they have any experience or training in the use of indigenous building materials, readily available in the different regions of the country. It will accordingly be necessary to give a rural orientation to the staff proposed to be employed in the Rural Housing Cells to be set up by the State Governments, as well as to the concerned field staff. Moreover, as stated earlier in this letter, all possible emphasis has to be laid on the method of "aided-self-help" and use of building materials locally available in the different areas— cutting out almost completely the use of expensive and scarce materials like cement. Adequate attention must, therefore, also be paid to improving the locally available building materials and developing better methods of utilisation and construction with a view to reducing costs, increasing the life of houses, and providing better living comforts. The Government of India accordingly propose to set up a few regional research-*cum*-training Centres under this Ministry to ensure that the technical staff concerned is in a position to perform its functions satisfactorily and that the villager is enabled to use appropriate building materials correctly after improving them suitably and having regard to climatic and other factors. It will naturally take some time for the proposal to meterialise. Meanwhile, the State Governments may have to make their own arrangements for imparting the requisite training etc. to the technical staff concerned. The Rural Housing Cell under this Ministry will be glad to render them such assistance in the matter as may be necessary and possible.

10. The Government of India are taking appropriate action to determine the number of villages to be allocated to each State for the implementation of the rural housing programme outlined above,

and to formulate a formal Scheme for the setting up of Village Housing Projects under the Second Five Year Plan. Meanwhile, the State Governments are requested to expedite a reply to this Ministry letter of the 12th July, 1957, referred to above, to initiate preliminary action for the selection of suitable N.E.S. and Community Development Blocks where they would like to set up the proposed Housing Projects, and to set up the requisite administrative machinery, so that the implementation of the programme could commence with the least possible delay.

11. The receipt of this letter may kindly be acknowledged.

LETTER NO. 30 (1)/57—PRG.-II, DATED THE 25TH NOVEMBER, 1957, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, (ALL STATE GOVERNMENTS AND UNION TERRITORIES EXCEPT LACCADIVE, MINICOY AND AMINDIVI ISLANDS).

SUBJECT.—*Village Housing Projects Scheme—allotment of villages to States—communicated.*

I am directed to refer to this Ministry's circular of even number dated the 4th September, 1957 and to state that it has been decided, in consulation with the Ministry of Works, Housing and Supply, to implement the scheme in about 100 blocks in the year 1957-58, a group of 4 to 6 adjoining villages (5 per block on an average) being selected in each block. The distribution of these 100 blocks amongst the States has been done on the basis of the rural population figures received from the State Governments. The centrally administered areas, are allotted a minimum of one block each. The allotment list is given in the statement attached. The State Governments are requested to consult, before selecting villages, their Harijan Welfare Board or any other department responsible for administering the grant-in-aid to the Harijans so that the financial assistance provided by the Home Ministry to the State Governments towards Housing for Harijans may also be utilized in these villages. The criteria laid down in paragraph 7 of Works, Housing and Supply Ministry's circular letter No. HII-26 (10)/56-Vol. II, dated the 14th August, 1957 (copy attached for ready reference) may kindly be kept in view in selecting the villages. Wherever possible, the selection of one village may be done with a view to integrate the rural housing scheme with the scheme for smaller Rural Industrial Estates.

2. The names of the villages selected under the scheme together with the names of respective blocks (and Districts) may please be communicated to this Ministry under advice to the Ministry of Works, Housing and Supply.

3. It is hoped that steps would have been taken by now for setting up of the rural housing cells at the State Governments Headquarters for drawing up master plans etc. for the villages selected for the proposed housing projects.

4. It is requested that a quarterly progress report may please be forwarded to this Ministry with a copy to the Ministry of Works, Housing and Supply before the end of the month immediately following the quarter. The first report may kindly be sent for the quarter October-December, 1957 before the 31st January, 1958.

Copy with 40 spare copies and a copy of this Ministry's circular of the 4th September, 1957 referred to above, forwarded to the Ministry of Works, Housing and Supply (Shri T. N. Srivastava).

Copy to the Ministry of Commerce and Industry (Dr. P. C. Alexander).

Copy to the Ministry of Home Affairs (Shri B. N. Maheshwari) for issuing a circular to State Governments regarding the extending grant-in-aid to Scheduled Castes/Tribes in the selected projects.

MINISTRY OF COMMUNITY DEVELOPMENT

Enclosure

A statement showing the allocation of Blocks for the implementation of the Rural Housing Scheme during 1957-58.

1.	Andhra Pradesh	9
2.	Assam	3
3.	Bihar	12
4.	Bombay	10
5.	Madhya Pradesh	7
6.	Madras	7
7.	Orissa	4
8.	Punjab	4
9.	Uttar Pradesh	17
10.	West Bengal	6
11.	Rajasthan	4
12.	Mysore	5
13.	Kerala	4
14.	Jammu and Kashmir	1
15.	Delhi	1

16.	Himachal Pradesh	1
17.	Manipur	1
18.	Tripura	1
19.	N. E. F. A.	1
20.	Andaman and Nicobar	1
21.	Pondicherry	1
	TOTAL	100

D. O. LETTER NO. 21(1)/58—PRG. II, DATED THE 24TH MARCH, 1958, FROM SHRI S. L. KHURANA, DEPUTY SECRETARY, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS (BY NAME).

It has been noticed that the buildings which are being put up in the Communnity Development and National Extension Service Blocks are often not only costly but also very much out of tune with the rural surroundings. There has also, of late, been an over-emphasis on the building programme in the Blocks which has absorbed the time and energy of the field staff in an ever-increasing measure, which could otherwise have been better utilised for providing the necessary impetus to the economic programmes.

At many places, buildings constructed at great cost are found to be not only stereotyped in design but also devoid of the local traditions and rural architecture peculiar to the area. Such a programme produces an unfavourable effect upon people's minds and widens the gulf between them and the extension staff.

It is' therefore, requested that you may please limit further expansion of the building programme and insist on the maximum utilization of the existing facilities as against the creation of new ones. The block staff may also be kindly instructed to take into consideration the following points in the construction of buildings in the National Extension Service and Community Development Blocks.

(a) Though the buildings should be of improved type, yet the cost of construction should not be unreasonably high and the use of local material and local labour should be invariably insisted upon.

(b) the designs adopted should not conflict with traditional architecture, and should be in harmony with the rural surroundings. The standard and size of the buildings should be in consonance with rural condition.

(c) The buildings should serve as models for the village people for improvements to their own houses. This would call for limiting the cost of such buildings to a reasonable range.

(d) The plans and estimates of the buildings should be carefully scrutinised so that all avoidable items of expenditure are eliminated.

The State Rural Housing Cell should provide the necessary guidance for evolving designs and specifications for such buildings as will suit local taste and traditions.

25—1 C. D. & C./61

HEALTH

LETTER No. CPA/168/4/53—PP, DATED THE 14TH JANUARY, 1954, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS (ALL STATE GOVERNMENTS).

SUBJECT.—*Orientation course for the Health Personnel working in Community Project Areas.*

In supersession of our previous letter of even number dated January 8, 1954, on the subject, this is to inform you that the Ministry of Health has since arranged to conduct the re-orientation course for the health personnel working in Community Project areas at 3 centres instead of two, *viz.,* Poonamallee (12 miles from Madras), Singur (21 miles from Calcutta) and Najafgarh (8 miles from Delhi). The course of training will be for 6 weeks, the first course starting on February 15, 1954, at Poonamallee and Najafgarh Centres and on the 1st of March, 1954 at Singur and the subsequent course starting after an interval of every 6 weeks with a break of about a week or so between each course.

2. The Health Personnel attending the course will do so in groups of 5 each comprising of Health Visitor (1), Doctor (1), Midwives (2) and Sanitary Inspector (1). There will be one group only for particular course from one State. Each of the three Centres will receive 10 such groups at a time.

3. The distribution of States for sending their health personnel to the 3 centres is given here below :—

Poonamallee (Course starting on 15-2-54)

Bombay — Madhya Pradesh — Madras — Andhra — Hyderabad — Mysore — Travancore-Cochin — Coorg.

Najafgarh (Course starting on 15-2-54)

Punjab — Madhya Bharat — PEPSU — Rajasthan — Saurashtra — Ajmer — Bhopal — Bilaspur — Delhi — Himachal Pradesh —Kutch.

Singur (Course starting on 1-3-54)

Assam — Bihar — Orissa — West Bengal — Uttar Pradesh — Tripura — Manipur — Vindhya Pradesh.

4. A separate communication will be sent by the Ministry of Health regarding details about the contents of the course to be taken up.

5. It is requested that immediate action may kindly be taken to depute the health personnel working in Community Project areas for training at these Centres, in turn. Names and particulars of the personnel deputed for each course, may please be sent to the Director of Health Services, Delhi, in case of Najafgarh, Director of Health, Madras, in case of Poonamallee and the Director of All India Institute of Hygiene and Public Health, Calcutta, in case of Singur. Also, a copy of the same may be forwarded to the Directorate General of Health Services, Ministry of Health, New Delhi and this Administration.

Copy to the Ministry of Health for information and necessary action.

LETTER NO. CPA/12(3)/54—PP, DATED THE 9TH MARCH, 1954, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, OF ALL STATE GOVERNMENTS (EXCEPT JAMMU AND KASHMIR).

SUBJECT : *Personnel for providing maternity and child welfare services.*

I am directed to forward herewith a copy of letter No. F. 1-48/53-PHII, dated the 15th February, 1954, with enclosure addressed to all the State Governments by the Ministry of Health and to request that it may be subsituted for the enclosure attached to this Administration letter No. CPA/12 (3)/54-PP, dated the 27th February, 1954. The inconvenience caused is regretted.

2. Please acknowledge receipt.

ENCLOSURE

Letter No. F.I-48/53-PHII, dated the 15th February, 1954, from the Union Ministry of Health, New Delhi, to all State Governments Parts A, B and C. (except Jammu and Kashmir).

SUBJECT.—*Provision of maternity and child welfare services in the backward areas in the States.*

I am directed to say that in view of the extremely inadequate and undeveloped state of health services in the rural areas in many of the states, particularly Part 'B' and 'C' States, the Government of India have been considering whether some effective steps cannot be taken urgently, in the shape of provision of maternity and child welfare services in the rural areas in the States in India. It is well-known that the number of existing Maternity and Child Welfare centres is a small fraction of what it should be, and even these centres are largely serving the urban and semi-urban parts of the country. As a first step in the development of health services in the rural areas, it is the considered view of the Government of India, that priority should be given to preventive services such as those now provided by the Maternity and

Child Welfare Centres, instead of the orthodox medical relief centres in the form of dispensaries etc. There should really be no community which does not have within easy reach, guidance in maternity and child health problems, as the foundations of health of the coming generation are laid in the ante-natal and post-natal periods of life. The maternal and infant mortality and morbidity still continue to be at a high level and adequate attention for solving this problem, particularly in the rural areas, has not so far been given to the extent to which it is necessary. With a view to meeting this deficiency, the Government of India are anxious that provision should be made for the opening of as large a number of maternity and child health centres in the rural areas as possible. They would be glad if the State Government give this matter the urgent and serious consideration that it deserves, with a view to improving the situation in the remaining two years of the Five Year Plan, *i.e.*, the period from 1st April, 1954 up to 31st March, 1956. To begin with, each centre may be expected to cover a population of 60,000, and, besides ante-natal and post-natal care, it may also provide domiciliary maternity service as far as practicable.

2. It is realised that the cost involved in setting up such full-fledged centres on a large scale would be prohibitive and it is, therefore, considered that at the present juncture, instead of launching on a scheme of new health centres, the existing dispensaries in the rural areas should be made the local points for maternal and child health services, with a view to developing them into health centres of the primary type. This will also reduce the capital outlay to the minimum. Accommodation for the health centres may be available in some of the existing dispensaries, while for others it may be possible to rent out or obtain otherwise the required accommodation contiguous or close to the dispensary.

Wherever possible, it is desirable that the philanthropic public be encouraged to put up permanent buildings, including quarters for the staff, for the Centres as well as sub-Centres, and that these be located near the existing dispensaries, so that Maternal and Child Welfare Services are established in cooperation with the existing dispensaries.

3. In order to encourage the State Governments to open an increasingly large number of maternity and child health centres, it is proposed that central assistance be made available to them along the usual accepted lines. The Government of India agree that the initial non-recurring expenditure on the Centre, for technical equipment, etc., required, will be met entirely by the Central Government. The State Government however, should bear the whole non-recurring expenditure in respect of providing accommodation for the Centre and residential quarters for the staff, including furniture for administrative

purposes. If they are not in a position to put up new buildings, the existing buildings should be rented for the purpose and the rents should be borne by the State Government. The recurring expenditure for the two years of the Plan period from 1st April, 1954 to the 31st March, 1956 may be shared between the Centre and the State Governments in the following proportion.

	Centre	States
First 6 months	100%	Nil
Next 12 months	66.66%	33.30%
Next 6 months	50.00%	50.00%

The subsequent financial responsibility for running these centres on a governmental basis will be exclusively that of the State Governments. The rough details or the expenditure on each health centre are indicated below :—

Non-recurring.

Technical equipments, etc.	Rs.	2,000

Recurring.

Salary and allowances of 1 Lady Health Visitor	Rs.	1,830
Salary and allowances of 4 midwives	Rs.	6,420
Salary and allowances to peons	Rs.	1,920
Refills for Kits and cost of drugs etc.	Rs.	4,400
Travelling allowances for Health Visitor and Midwife at Rs. 25/- p.m.	Rs.	1,500
Contingencies	Rs.	1,200
TOTAL RECURRING	Rs.	17,270

So as to make the services of the 4 midwives proposed under the scheme available on the spot in the areas where such services are now totally lacking, it is considered necessary to locate them at subsidiary centres to serve groups of villages in a convenient radius, under the supervision of the Health Visitor and the medical officer of the main centre. The training of dais should be an integral part of the scheme. The cost of drugs and of refills for midwifery kits and the amount under contingencies has been provided on this basis.

4. The Government of India propose to make a provision of Rs. 7 lakhs in the Central budget for 1954-55 for giving financial assistance to the State Governments under the above scheme and also hope to provide additional funds required in the year 1955-56.

5. Since the success of initiating and maintaining these maternal and child health services would largely depend on the supervision and guidance that can be provided to the health staff working at the Centres, it is recommended that the State Government who do not yet have Maternal and Child Welfare Section in their Directorate of Health Services should establish such a Section by creating the post of qualified Maternal and Child Welfare Officer so that they can take fuller advantage of the assistance that is being offered by the Government of India.

6. I am to request that in order to make a beginning with the above scheme with the least possible delay, the State Government may kindly send to this Ministry at a very early date their proposals for the establishment of Maternity and Child Health Centres in the rural areas as would be eligible for assistance from Central Government under the scheme stated above, together with the information on the points mentioned in the attached note. The Government of India will be grateful if the final replies of the State Government are sent to this Ministry by the *25th March*, 1954, *at the latest*, so as to enable the Government of India to put the scheme into operation early in the financial year 1954-55.

NOTE

(1) The number of existing dispensaries and Maternal and Child Health Centres in the rural areas of the State, together with information regarding their location, village, tehsils, district and the average population served.

(2) The names and location of the dispensaries in the rural areas which are proposed to be developed into Material and Child Health centres.

(3) The existing facilities regarding staff and accommodation available at the dispensaries referred to under column 2.

(4) The additional staff proposed to be employed with details of cost and other additional expenditure.

(5) The assistance required from the Government of India under the scheme with separate details :—

For the 1st half of 1954-55	For the 2nd half of 1954-55	For the 1st half of 1955-56	For the 2nd half of 1955-56

(6) The dates from which the new centres are proposed to be started when all arrangements regarding staff and accommodation are expected to be complete.

(7) Any other information considered relevant to the scheme, *e.g.*, assistance received or expected shortly from other sources, World Health Organisation/UNICEF etc., for the improvement of Maternal and Child Health Services in the rural areas.

LETTER NO. CPA/12 (5)/54-PP. DATED THE 5TH APRIL, 1954, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS).

We have been considering the training of Sanitary Inspectors for work relating to Public Health Education in Community Project Areas. The matter has recently been discussed with the Ministry of Health and the results of the discussion have been embodied in Shri S. K. Dey's note dated 2nd April, 1954, a copy of which is enclosed. The Ministry of Health are arranging to hold a Conference of the Secretaries for Health from the States on the 21st and 2nd April, 1954. It is desirable that this matter is carefully considered in the Conference and details regarding qualifications for recruits, method of recruitment, duration of training and syllabus for the trainees worked out.

2. It is suggested that the suggestions contained in the attached note should be discussed with your Secretary Health Department and your Director Health Services so that when these officers attend the Delhi Conference they come prepared with constructive ideals on this subject.

3. In addition, it would be desirable to brief the officers attending the Conference on the subject of health work in Community Projects in general, and the recruitment of health staff for these projects in particular.

ENCLOSURE

Copy of a note dated 2-4-54 *recorded by Shri S. K. Dey, Administrator, Community Projects Administration, New Delhi.*

The staffing pattern for the Community Projects provides for one Sanitary Inspector for each Development Block. There is, however, need for broader orientation on sanitation that is possible with the present grade of Sanitary Inspector. What is required is a multipurpose sanitarian or public health educator, who would perform a dual function, namely, give leadership concerning social education in public health and sanitation, and also discharge the essential responsibilities of a Sanitary Inspector. At present, State Governments are finding difficulty in recruiting and assigning an adequate number of sanitary ins-

pectors in the Community Projects. It is, therefore, considered that they should now be asked to recruit a new person who would be trained in one of the three Centres already established by the Ministry of Health for training personnel, *viz.*, Singur Poonamallee, and Najafgarh.

These new recruits should be graduates, with aptitude for education and social work. They should be given orientation and training for a period of six to nine months, with emphasis upon the educational approach to the village people, to solicit village interest and active participation in village self-help programmes directed towards improving personal health, and village sanitation. The raining should also emphasize the functions and responsibilities of the Sanitary Inspector, which primarily are :

(i) Health education ;

(ii) Improvement of environmental sanitation ; and

(iii) Control of communicable diseases.

This category of health personnel should be of the same standing in Community Projects as as that now enjoyed by the Social Education Organisers. Their salary would be from Rs. 120 to Rs. 250 per month, depending upon the rates prevailing in each State for Social Education Organisers. They would function in lieu of the Sanitary Inspector now provided for in the Community Development Block Budget.

This proposal would involve making arrangements for training 620 sanitarians or public health educators during the Plan period, that is to say, during the next two years. This may require double shift courses at each Centre.

The number of health personnel at present taking training at these three Centres under the scheme sponsored by the Ford Foundation and the Ministry of Health, has been far below expectation and need. Though there are seats for 50 trainees per course in each of three public health centres, only 10 to 16 trainees have been enrolled at Singur, Poonamalle, and Najafgarh. The primary purpose of setting up these Centres is to provide a corps of public health educationists for the Community Project Areas. The following steps should, therefore, be taken immediately :

(i) Cooperation of the Public Health Departments of State Governments should be enlisted so that they would work in coordination with the staff of the Community Projects, in servicing the health needs of the village people, as well as the health programme in the Community Projects.

(ii) The Ministry of Health would take up this matter with the Directors of Public Health who would be coming to Delhi for a Conference on April 20 and 21.

The Community Projects Administration will also send a copy of this note to all Development Commissioners, asking them to contact the State Directors of Public Health so that when the later come to the Delhi Conference they would have done some preliminary thinking with the Development Commissioners and come with constructive ideas as to how to improve the health work in the Community Projects.

The proposals made in the foregoing paragraphs embody the conclusions reached at the meeting held in the Ministry of Health on Tuesday, March 30, 1954, and attended by the Minister for Health Shri V. K. B. Pillai, Col. C. K. Lakshmanan, Dr. Douglas Ensminger, and Miss Jean Joyce of the Ford Foundation, and myself.

LETTER No. CPA/16/54 DATED THE 4TH MAY, 1954, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS).

SUBJECT.—*Supply of first aid kits to Social Education Organisers.*

Please refer to this office letters No. CPA/73 (2)/52 dated July 16, and 23, 1952, regarding the supply of First Aid Kits as a free gift from the Red Cross Society to Village Level Workers employed in the Community Projects.

It has now been decided that the Social Education Organisers also who play an important role in the implementation of the Community Development Programme, should be supplied with these boxes free of charge, provided they have undergone the necessary training and passed the prescribed test and are qualified to receive them. I am therefore to request that a list of the Social Education Organisers who have passed the First Aid Examination of the St. John Ambulance Association, may kindly be furnished in the attached proforma,* in triplicate.

2. I am to add that as the St. John Ambulance Association will make available the First Aid Kits only to those who have passed the required test, arrangements may be made, where they do not exist already, to impart training in First Aid to all the unqualified Social Education Organisers, and the State Medical Officer requested to hold the test on the lines prescribed by the St. John Ambulance Association. As regards the standard and procedure for the test, a reference may be made direct to the St. John Ambulance Association, Red Cross Road, New Delhi—2.

LIST SHOWING THE NAMES OF SOCIAL EDUCATION ORGANISERS WHO HAVE PASSED THE FIRST AID EXAMINATION OF St. JOHN AMBULANCE ASSOCIATION

Name of the State........................

Sl. No.	Name of the Social Education Organiser	Name of the Project/ Block	Name of the Centre at which he/she appeared for First Aid Examination	Date of the Examination	No. and date of the certificates issued by the St. John Ambulance Association	Full address of the recepient of the boxes together with the name of near-est Rly. Station to place of destination
1	2	3	4	5	6	7

LETTER NO. CPA/32 (8)/54-PRG. DATED THE 19TH MARCH, 1955, FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS).

SUBJECT.—*Establishment of schools in community Projects and NES areas—provision of rural type latrines.*

A large number of new primary schools are being set up or have been set up in various community projects and national extension service areas. Some of the existing primary schools are also being converted into secondary and basic schools. This is encouraging. It is, however, noticed that a great majority of these institutions have no provision for latrines of the rural type. It is unfortunate that this essential provision should be found lacking even in some of the schools for girls.

2. You will agree that the formation of healthy habits and development of personal hygiene, if it has to have any efficiency, should start from the very childhood and the primary schools should be the instrument for developing healthy and sanitary habits in the school-going children. The provision of latrines in the schools is, therefore, a prime necessity.

3. I am accordingly to request you to take steps for the establishment of latrines (if not in existence) in the schools already established and to provide for their construction in the estimates for the new school buildings proposed to be constructed now or in the future. The plan for a rural pattern latrine in a particular area can be had from the Director of Health Service/Director of Public Health of your State.

4. The contents of this letter may also kindly be brought to the notice of your Education Department.

LETTER NO. CPA/32 (14)/56-PRG. DATED THE 6TH FEBRUARY, 1956 FROM COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS).

SUBJECT.—*Report of the Committee for the Coordination and integration of Health Services.*

An extract relating to the Health part of the programme in Community Projects from the report of the Committee appointed by the Cabinet for the coordination and integration of Health Services is given below for information and guidance :—

"2 (b) (i). The Central Health Ministry will be responsible for providing advice and guidance for the technical supervision

of the Health part of the Communiy Projects, the development of which within individual state, is the responsibility of the Governments. The Medical Organisation set up for this purpose will work under the control of the Development Project Administration but technical supervision and guidance will be responsibility of the Health Ministry".

LETTER No. MCD/12 (25)/56-PRG. DATED THE 16TH OCTOBER, 1956 FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT. COMMUNITY PROJECTS ADMINISTRATION, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS/DIRECTORS OF COMMUNITY PROJECTS, (ALL STATE GOVERNMENTS).

SUBJECT.—*Minimum health programme in N.E.S. Blocks in the Second plan period.*

Provision of adequate health protection to the rural population is one of the urgent needs to be met in the Second Five Year Plan. The success of the Community Development and N.E.S. Programme also mainly depends upon the extent to which the health and sanitation facilities are provided in rural areas. The revised schematic budget for N.E.S. Blocks approved for the Second Plan provides for an expenditure of Rs. 40,000 under "Health and Rural Sanitation". This is made up of Rs. 10,000 recurring and Rs. 30,000 non-recurring. In view of the limited finances available for the purpose, the programme should be carefully formulated, so as to ensure equitable distribution of the resources to the maximum number of people based on their felt needs. In order to assist the State Governments, a minimum programme for the provision of medical and public health services in an N.E.S. Block has been drawn up as indicated in the annexure.

2. It is requested that this minimum programme may be considered for adoption in all N.E.S. Blocks taken up during the Second Plan period. This programme is, however, intended to serve as a guide and may be modified to suit local conditions and requirements.

ANNEXURE

ENCLOSURE

MINISTRY OF COMMUNITY DEVELOPMENT

Minimum Health Programme

In

NES BLOCKS IN THE SECOND PLAN PERIOD

The following budget provision has been made for Medical and Public Health Services in each National Extension Service Block :—

(a) Recurring :—Rs. 10,000.

(b) Non-recurring :—Rs. 30,000.

It is suggested that the recurring expenditure may be utilised for (1) replenishment of village medicine chests, (ii) grant-in-aid to the existing dispensaries, and (iii) financial assistance on 'Grant-in-aid' basis to the existing institutions for employment of work-charged staff *e.g.*, Mid-wife/Dai/Sanitary Inspector, if required and considered necessary by the Director of Health Services of the State concerned.

Regarding non-recurring expenditure, it is suggested that it may be utilised for :—

(i) Construction of new wells or sanitization of old wells. It would be preferable to instal hand pumps in these wells. Before installation of hand pumps, it will be necessary to ensure the maintenance of these pumps as they generally get out of order. When hand pumps are provided the wells will naturally have to be covered and it is necessary to provide a 'man-hole' in the cover so that in case of break-down of the hand pumps people can draw water out of the way. If such an arrangement is not made, people will, naturally, draw water from other doubtful sources. It will be essential to make adequate provision for disposal of sullage water as there is a great deal of spillage near the wells.

(ii) Construction of dispensary buildings.

(iii) Improvement of existing dispensaries.

(iv) Construction of sanitary latrines and urinals with preference for primary schools and community centres.

(v) Provision of drains and construction of soakage pits.

(vi) Construction of smokeless chulhas.

(vii) Pavement of village lanes.

Targets and priorities with regard to the above programme will have to be laid down in consultation with the Director of Health Services of the State concerned. With the limited amount it will not be possible to achieve too much. The Department of Health must provide type design for wells, hand pumps, sanitary latrines, urinals, etc.

In some blocks, funds other than provided by the Ministry of Community Development may be available. These funds may come from the Rural National Water-Supply Programme or from the Local Boards. In such cases, it is suggested that all these funds should be pooled and a comprehensive programme for safe water supply and hygienic disposal of human excreta should be developed.

LETTER No. MCD/12 (34) (3)/57-PRG. DATED THE 2ND MAR. 1957 FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT.—*Scheme for the development of Public Health Laboratory Services.*

I am directed to enclose a copy of Ministry of Health letter No. F. 16-1/56-PH dated the 26th August, 1956 for your information.

In view of the need for increased laboratory facilities with the rapid expansion of health services in the country, the Ministry of Health have included a scheme for the *development of Public Health Laboratory Services* during the Second Five Year Plan—Health Programme. The details of the Central assistance in order to encourage the State Governments to develop their existing Public Health Laboratories or to establish new ones, under this scheme have been fully explained therein. The staffing pattern as well as the functions of both the principal and the secondary Regional Laboratories have also been indicated in this letter.

ENCLOSURE

Copy of the letter No. F. 16-1/56-P.H., dated the 26th August 1956, *From Deputy Secretary to the Government of India, Ministry of Health, New Delhi, To All the State Governments.*

SUBJECT.—*Scheme for the Development of Public Health Laboratory Services.*

I am directed to say that in view of the need for increased laboratory facilities with the rapid expansion of health services in the country, a scheme for the Development of Public Health Laboratory Services has been included in the Second Five Year Plan Health Programme. This scheme envisages :—

(a) establishment and maintenance of a well equipped and adequately staffed principal public health laboratory at the State headquarters, and

(b) creation of secondary regional laboratories at other centres throughout each State.

Principal Laboratories :

Although Public Health Laboratories of some kind or other, exist in all Part 'A' and Part 'B' States and in a few Part 'C' States, only a few of them come up to desirable standards others suffer from a lack of personnel equipment, accommodation etc. According to this scheme,

Central help will be made available to the States that do not at present have a modern laboratory and intend either to estabilsh one a new or to improve the existing ones, in order to perform the following functions :—

(i) examination of bacteriological, serological and clinical material received from hospitals, dispensaries, health units or any other health organisation.

(ii) examination of food samples under the Prevention of Food Adulteration Act, 1954 (37 of 1954).

(iii) chemical and bacteriological examination of samples of water, and

(iv) training of technical personnel of different categories.

The pattern of expenditure and staff for a Principal Laboratory will be as shown in Appendix 'A'.

Secondary Regional Laboratories:

In each of the States with the exception probably of the smaller Part 'C' States, like Delhi and Coorg, the principal laboratory at the State headquarters will not be able to cope with the work that may come to them. In the circumstances, some of the functions of the principal laboratory will have to be distributed regionally. The secondary laboratories may therefore be established at district headquarters. These may, conveniently, be located either at the district hospitals or at the health department of the municipalities or in separate buildings. Jurisdiction of these laboratories will not, however, be confined to the urban area of the district headquarters or the municipal area in which it is located. These laboratories will receive material from both urban as well as rural areas.

The pattern of expenditure and staff for each Regional Laboratory will be as shown in Appendix 'B'.

2. In order to encourage the State Governments to develop their existing public health laboratories or to establish new ones, under this scheme, Central assistance will be made available to them on the following pattern :

	Central Govt.'s share	State Govt.'s share
Non-Recurring	75%	25%
Recurring	50%	50% During Plan period.

The non-recurring expenditure in respect of the construction of building if necessary will be borne by the State Government concerned and the subsequent financial responsibility for running these laboratories will be that of the State Government.

On the basis of the pattern of expenditure and staff referred to above, the estimated expenditure in respect of one Principal Laboratory and one Regional Laboratory which the Central and State Government will have to bear is shown in Appendix 'C'.

3. The provision made by the State Governments in their Second Five Year Plan for the Laboratory Services, do not appear to be in conformity with the scheme now contemplated. In the case of certain States *viz.,* Bombay, West Bengal and Delhi the estimates appear on the high side while in case of certain other States as insufficient. In some cases *viz.,* Orissa, West Bengal and Tripura, provision has been made only for construction of buildings. Certain States have made, provision or analysis of excise samples, drugs etc. which do not come under this scheme. In the circumstances, the State Governments are requested to revise their estimates for the Plan period as well as year-wise phasing of expenditure on the basis of pattern of expenditure shown in Appendices 'A' and 'B'.

4. The Government of India have made a provision of Rs. 10 lakhs for the year 1956-57 for this scheme. I am, therefore, to request the State Government of Uttar Pradesh etc. to communicate their concurrence to their participating in this scheme. The number of Principal and or regional laboratories which they either intend to develop or establish during the Second Five Year Plan Period and the total amount of Central Assistance (recurring and non-recurring required year-wise in respect thereof, may also kindly be furnished to the Government of India by the 15th September, 1956 at the latest.

Kindly acknowledge receipt.

LETTER NO. 12 (34) (13)/57-PRG. DATED THE 6TH MAY, 1957, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT.—*Family Planing Programme—Appointment of Family Planning Officers in States.*

I am directed to enclose a copy of the Ministry of Health letter No. F. 1-137/56-H II dated the 21st December, 1956, on the above subject.

2. In order to intensify efforts towards *Family Planning Programme,* the Ministry of Health have agreed with the recommendation

of the Family Planning Board about the appointment of a Family Planning Officer at each State Headquarters. The functions of the officer have been indicated in their letter under reference. It is, therefore, requested that the programme may be speeded up in the CD/NES areas with the assistance of the above officer.

Enclosure

Copy of the letter No. F. 1-173/56-H. II Dated the 21st December, 1956, from Under Secretary to the Government of India, Ministry of Health, New Delhi, To All State Governments, Lt. Governor, Himachal Pradesh, the Chief Commissioner, Delhi

SUBJECT.—*Family Planning Programme—Appointment of Family Planning Officers in States.*

I am directed to refer to this Ministry's Resolution No. 1-65/56-HII dated 1st September, 1956, regarding the constitution of Family Planning Board and letter No. 34-35/56-MIV (HII) dated the 13th September, 1956, inviting proposals from all State Governments for the opening of Family Planning Clinics during the Second Five Year Plan period and to say that at its meeting held on the 27th October, 1956, the Family Planning Board recommended that each State should appoint a Family Planning Officer at State Headquarters to intensify and coordinate the Family Planning Programme in the State.

2. The functions of the State Family Planning Officers should be :

(i) to ensure that the family planning programme is carried out expeditiously according to the scheme approved by the Central Government.

(ii) to organise and coordinate the family planning activities in the State, in liaison with the various authorities namely District and Sub-divisional Health authorities, Development Commissioners, Voluntary Organisations, Maternal and Child Welfare Centres and primary Health Units in Community Projects and National Extension Service areas.

(iii) to give guidance and assistance to persons working in the field of Family Planning in rural and urban areas and to arrange for their training.

(iv) to carry out a regular supervision and assessment of the work done in the various Family Planning Centres, and

(v) to act as a liaison officer of the Central Family Planning Organisation and to keep that Organisation informed periodically

of the progress in the family planning pogramme, difficulties that may be experienced in the working of the programme, suggestions for the improvement of the system, proposals for initiating activities in new fields and such other matters which may be useful in promoting the family programme.

3. The Family Planning Officer will be of the status of Assistant Director of Public Health in the State Health Service and will be attached to the office of the Director of Health Services of the State. His appointment will be made by the State Government concerned.

4. The incumbent of the post should possess the following qualifications :

(i) Medical qualification included in one of the schedules to the Medical Council Act, 1933.

(ii) Diploma in Public Health.

(iii) Experience in Family Planning, Maternity and Child Health.

The above qualifications may be relaxed to the extent necessary in consideration of any special experience of a candidate.

5. The candidate selected will be required to undergo a course of training in Family Planning at the Central Family Planning Training Institute or till it is set up, elsewhere as may be decided by the Government of India.

6. The Central Government agree with the recommendation of the Family Planning Board and commend the same for adoption by the State Governments. With a view to assist State Governments in implementing this recommendation, the Central Government have decided to bear the expenditure on account of the pay and allowances of the officer concerned for the first three years subject to review in the light of Finance Commissions recommendations. The necessary office assistance will however, be provided by the State Government at their own cost.

7. In the case of the centrally administered areas, the entire expenditure will be borne out of their sanctioned budget provisions.

8. The Government of India hope that the State Government will agree with this proposal and take steps urgently for the appointment of the officer. I am to request that this Ministry may kindly be informed of the action taken in this direction along with details of the estimated expenditure involved so that necessary provision may be made for funds.

9. It will be appreciated if the State Governments reply could be sent to this Ministry by the 15th January, 1957 at the latest.

LETTER No. 54 (3)/57-PRG. DATED THE 16TH MAY, 1957, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS (ALL STATE GOVERNMENTS).

SUBJECT.—*Summary record of discussions of the meeting held in Minister, Community Development's room on 12-4-1957 regarding Dr. Tewari's note on the minimum programme on Public Health.*

I am directed to forward herewith a copy of the above note for information and necessary action. Some of the States are already acting on the lines indicated in the note. It is requested that these recommendations be adopted with due consultation with Director of Health Services/Director of Public Health of the State.

ENCLOSURE

Summary record of discussion of the meeting held in Minister, C.D.'s room on 12-4-1957 regarding Dr. Tewari's note on the minimum programme on Public Health.

PRESENT :

1. Shri S. K. Dey, Minister, C.D.
2. Shri V. K. B. Pillai, I.C.S., Secretary, Ministry of Health.
3. Lt.-Col. C. K. Lakshmanan, Director General of Health Services, Ministry of Health.
4. Shri B. R. Tandan, I.C.S., Secretary. Ministry of Community Development.
5. Shri B. Mukerji, I.C.S., Joint Secretary, Ministry of Community Development.
6. Shri A Mobin, I.A.S., Deputy Secretary, Ministry of Community Development.

As a result of discussions on the points mentioned in Dr. Tewari's note, the following decisions were taken :—

(i) Posts of Medical Officer in the Primary Health Centres should note be filled on *ad hoc basis*. These Medical Officers should be recruited against additional posts in the cadre of the State Medical Services.

(ii) The State Health Department should be fully associated with the health programmes in the blocks so that they may be able to take over the institutions at the beginning of the post-intensive phase.

(iii) The plan and organisation of the Primary Health Centres should be examined and approved by the State Health Department.

(iv) The scales of pay of Medical Officers posted to the Primary Health Centres should be the same as of those borne on the cadre of the State Medical Services as well as those Medical Officers who are posted to the Primary Health Centres sponsored by the Ministry of Health, Government of India, in NES Blocks. These Medical Officers may, however, be allowed some allowance to be called non-practising allowance or by any other name, in order to compensate them for the hardships they have to suffier in the rural areas.

(v) Gram Sevaks should be given some training in Public health measure during their training period.

(iv) The health personnel posted to the Primary Health Centres should be sent for an orientation course of training at the centres sponsored by the Ministry of Health, Government of India.

(vii) While the operational control of staff employed at the Primary Health Centres would remain with the Development Department, the State Health Department would have the powers to decide questions regarding their promotion, punishment disciplinary action, etc. in consultation with the Development Department. The technical responsibility for the execution of health programmes would lie with the State Medical Department.

It was pointed out in the meeting that some of the States have more or less been acting on the lines indicated above. It was however, considered desirable that a general circular may be issued on these lines by the Ministry of Health as well as Ministry of Community Development to the State.

Letter No. 54 (3)/57-PRG. Dated the 13th June, 1957, From the Government of India, Ministry of Community Development, New Delhi, To The Development Commissioners (All State Governments).

Subject.—*Minimum Programme of Public Health Implementation thereof.*

In continuation of this Ministry letter of even number dated the 16th May, 1957, on the above subject, it has been found that different organisational and administrative patterns of medical and health staff working in the development blocks exist in the States. Evidently, the nature of such patterns has an important bearing on the efficiency of

work and the results achieved under the development programmes pertaining to Rural Health and Sanitation. In some places insecurity of services, low salaries and allowances, lack of proper control and co-ordination with the State Medical and Health Department, and other factors have prejudiced the success of the programmes. These questions were recently considered at a joint meeting of the Ministries of Health and Community Development. The following decisions taken in this meeting are being recommended for adoption in the States in the interest of a coordinated and effective implementation of the programmes :—

(i) Posts of Medical Officers in the Primary Health Centres should not be filled on ad-hoc basis. These Medical Officers should be recruited against additional posts in the cadre of the State Medical Service.

(ii) The State Health Department should be fully associated with the health programmes in the blocks so that they may be able to take over the institutions at the beginning of the post-intensive phase.

(iii) The plan and organisation of the Primary Health Centres should be examined and approved by the State Health Department.

(iv) The scales of pay of Medical Officers posted to the Primary Health Centres in C.D. Blocks should be the same as of those borne on the cadre of the State Medical Service as well as of those Medical Officers who are posted to the Primary Health Centres sponsored by the Ministry of Health, Government of India, in N.E.S. Blocks. These Medical Officers may, however, be allowed some allowance to be called non-practising allowance or by any other name, in order to compensate them for the loss of private practice and urban amenities.

(v) Gram Sevaks should be given training in public health measures during their training period.

(vi) The health personnel posted to the Primary Health Centres should be sent for an orientation course of training at the centres sponsored by the Ministry of Health, Government of India.

(vii) While the operational control of staff employed at the Primary Health Centres would remain with the Development Commissioner, the State Health Department would have the powers to decide questions regarding their promotion, punishment, disciplinary action, etc. in consultation with the Development Commissioner. The technical responsibility for the execution of health programmes would lie with the State Medical Department.

It is requested that early action may kindly be taken on the lines indicated above.

This circular is being issued in consultation with the Ministry of Health.

Letter No. 54 (13)/57-PRG. Dated the 25th September, 1957, From the Government of India Ministry of Community Development New Delhi, To The Development Commissioners (All State Governments).

Subject.—*Public Health—Primary Health Centres—Advance Planning —Suggestions thereof.*

It is learnt that several States have not been able to establish Primary Health Centres and Maternity Sub-Centres in a number of Community Development Blocks though some of them have been in operation for nearly 3 years. This delay not only affects the medical and the health programme of that particular area, but also creates a problem at the time of transition into Post-intensive phase. In view of the limited funds (*see* appendix 'A'), it is suggested that the medical and the Public Health Departments of the States may consider planning and development of health services and take the following measures as soon as the National Extension Service Blocks for the half year are allotted.

1. The Development Commissioner should intimate the names of these blocks to the Director of Health Services/Public Health, who in turn would pass on this information to the respective District Officers for carrying out an immediate survey of the existing medical and health centres in the Blocks. After this survey which should incloude all the medical and health facilities operated by Government, Local Boards, Social Welfare Boards and Voluntary Organisations, the District Health Officials should discuss with the District Collector/ District Officer and take a decision as to which of the existing dispensaries is fit to be upgraded to Primay Health Centre. Such a decision would enable carrying out suitable additions and alterations to the building.

2. If none of the existing Dispensaries is suitable or if no Dispensary exists, efforts should be made to seek people's participation for donation of land/cash for the construction of buildings for the Primary Health Centre, so that before the block is converted into Community Development, buildings for the establishment of a Primary Health Centres and three Maternity Health Centres are ready.

3. Necessary action is to be initiated to obtain sanction for appointment of the minimum staff as indicated in Appendix 'B'. Similar action may also be taken with reference to the development of other

minimum services as indicated in the minimum programme for the provision of medical and health services under this Ministry's letter No. MCD/12(25)/56-PRG dated the 16th October, 1956, (please *see* Appendix 'C').

4. Simultaneously, steps should be taken to augment the existing training programme or to establish additional training facilities so that there will be no shortage of staff when the blocks are converted into intensive phase.

5. By the end of the National Extension Service stage, the Director of Health Services/Public Health should consider making provision for the maintenance and improvement of the health services during the post-intensive stage. Such a procedure would facilitate the transition from the Intensive to the Post-Intensive Stage.

6. The District Collector/Planning Officer while discussing the plans with the Technical Officers should take into account funds other than those provided during the National Extension Service and Community Development stage such as the Post-war reconstruction scheme, local funds, District Board funds, and National Water Supply and Sanitation Programme. A comprehensive programme may be planned for improvement of medical and health activities, environmental sanitation, water supply by putting together all these funds. Such a procedure would avoid duplication and help beter coverage of the area within the funds available.

7. The District Health Officer will supply blue-prints regarding the sanitary wells and sanitary latrines to the Block Development Officer and during the course of his visits and inspection he will satisfy himself that the wells and latrines are being constructed according to these blue-prints.

8. The District Medical and Health Officers will co-ordinate all the medical and health services in the blocks though the services may be provided by the local bodies and voluntary organisations.

9. As the future administrative set up of the country envisages the block as a unit for furthering development work collection of vital statistics would be very useful for evaluating the impact of the programme. Since most of the State Governments have delimited the area into blocks it would be helpful if surveys are conducted to assess the existing medical facilities so that necessary steps can be taken immediately to supplement them with other services.

The procedure outlined above, when adopted, would ensure that the development of health services in the National Extension Service and Community Development areas would be a continuous process from the Pre-National Extension Service stage to the post intensive stage.

APPENDIX 'A'

Enclosure

Health and Rural Sanitation	Recurring	Non-recurring	Total
Estimated Govt. expenditure on anNES Block for a period of 3 years	10,000/-	30,000/-	40,000/-
Estimated Govt. expenditure on a C.D. Block for a period of 3 years			
1. (a) Dispensary-recurring exp.	20,000/-	-	20,000/-
(b) Dispensary building		10,000/-	10,000/-
(c) Dispensary equipment		10,000/-	10,000/-
2. Drinking water supply		50,000/-	50,000/-
3. Drainage & Sanitation		25,000/-	25,000/-
4. Staff	40,860/-		40,860/-
Total	60,860/-	95,000/-	1,55,860/-

Note : It may be mentioned that when an NES Block is converted into C.D. for intensive development, the sum of Rs. 40,000/- which is the estimated expenditure during the NES stage forms part of the total estimated expenditure during the intensive stage. This means that Rs. 40,000/- which are to be spent in the NES stage would be deducted out of the total amount Rs. 1,55,860/- which is the estimated total expenditure on a C.D. Block. As such, it is essential that planning during the NES stage should be a part of the total planning both during the NES and C.D. stages of a block.

APPENDIX 'B'

Enclosure

Staffing pattern for a community development block.

Medical and Public Health	
Medical Officer	one
Compounder	one
Sanitary Inspector	one
Lady Health Visitor	one
Midwives/Auxiliary Nurse midwives	one
Class IV	two

Enclosure

Copy of the letter No. MCD/12 (25)/56-Prg. Dated the 16th October, 1956, from the Government of India, Ministry of Community Development New Delhi, To The Development Commissioners/Directors of Community Projects (All State Governments).

Subject.—*Minimum Health Programme in N.E.S. Blocks in the Second Plan Period.*

Provision of adequate health protection to the rural population is one of the urgent needs to be met in the Second Five Year Plan. The success of the Community Development and N.E.S. Programme also mainly depends upon the extent to which the health and sanitation facilities are provided in rural areas. The revised schematic budget for N.E.S. Blocks approved for the Second Plan provides for an expenditure of Rs. 40,000 under "Health and Rural Sanitation". This is made up of Rs. 10,000 recurring and Rs. 30,000 non-recurring. In view of the limited finances available for the purpose, the programme should be carefully formulated, so as to ensure equitable distribution of the resources to the maximum number of people based on their felt needs. In order to assist the State Governments, a minimum programme for the provision of medical and public health services in an N.E.S. Block has been drawn up as indicated in the annexure.

2. It is requested that this minimum programme may be considered for adoption in all N.E.S. Blocks taken up during the Second Plan period. This programme is, however, intended to serve as a guide and may be modified to suit local conditions and requirements.

Yours faithfully,

(Sd-) (A. MOBIN)
Deputy Secretary.

Copy to :—

(i) Health Secretaries of all the State Governments.

(ii) Directors of Health Services of all State Governments.

(iii) Ministry of Health.

(iv) All Officers and Branches of the Ministry of Community Development.

(I. R. KAKAR)
Under Secretary to the Government of India.

ANNEXURE

MINISTRY OF COMMUNITY DEVELOPMENT

Minimum Health Programme

In

NES BLOCKS IN THE SECOND PLAN PERIOD

The following budget provisions has been made for Medical and Public Health Services in each National Extension Service Blocks :—

(a) Recurring :—Rs. 10,000.

(b) Non-recurring :—Rs. 30,000.

It is suggested that the recurring expenditure may be utilised for (i) replenishment of village medicine chests, (ii) grant-in-aid to the existing dispensaries, and (iii) financial assistance on 'Grant-in-aid' basis to the existing institutions for employment of work-charged staff *e.g.*, Mid-wife/Dai/Sanitary Inspector, if required and considered necessary by the Director of Health Services of the State concerned.

Regarding non-recurring expenditure, it is suggested that it may be utilised for :—

(i) Construction of new wells or sanitization of old wells. It would be preferable to install hand pumps in these wells. Before installation of hand pumps, it will be necessary to ensure the maintenance of these pumps as they generally get out of order. When hand pumps are provided the wells will naturally have to be covered and it is necessary to provide a 'man-hole' in the cover so that in case of break-down of the hand pumps people can draw water out of the way. If such an arrangement is not made people, will, naturally, draw water from other doubtful sources. It will be essential to make adequate provision for disposal of sullage water as there is a great deal of spillage near the wells.

(ii) Construction of dispensary buildings.

(iii) Improvement of existing dispensaries.

(iv) Construction of sanitary latrines and urinals with preference for primary schools and community centres.

(v) Provision of drains and construction of soakage pits.

(vi) Construction of smokeless chullahs.

(vii) Pavement of village lanes.

Targets and priorities with regard to the above programme will have to be laid down in consultation with the Director of Health Services of the State concerned. With the limited amount it will not be possible to achieve too much. The Department of Health must provide type design for wells, hand pumps, sanitary latrines, urinals, etc.

In some blocks, funds other than provided by the Ministry of Community Development may be available. These funds may come from the Rural National Water-Supply Programme or from the Local Boards. In such cases, it is suggested that all these funds should be pooled and a comprehensive programme for safe water supply and hygienic disposal of human excreta should be developed.

NON-OFFICIAL PARTICIPANTS

LETTER No. 4(32)/57-P. & C. DATED JANUARY 5, 1959, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT :—*Appointment of Director, Youth Programme—under Ford Foundation Assistance.*

I am directed to invite a reference to Shri Goswami's D.O. letter No. CPA/30(70)55-Prog. dated July 23, 1955 and Shri Krishan Chand's D.O. letter No. CPA/30(70)/55 dated December 22, 1955, regarding the scheme for the training of village leaders and youth, subsidised jointly by the Foard Foundation and the Central Government. The scheme provided *inter alia* for the appointment of a Director (Youth Programme) at the State level. As the State Governments are aware, the special assistance offered for this scheme was for a period of three years.

2. In view of the reorganisation of States, and other factors, the scheme has been taken up by the State Governments on different dates —some having commenced even as late as 1957. If the original period of three years were to be rigidly adhered to, the States which have taken up this programme rather late, would have very little time to organise it properly and to place it on a sound footing. The matter has therefore been carefully reviewed in consultation with the Ford Foundation and it has been decided that the period of three years for the grant of special assistance will be reckoned from the date each State Government actually appointed its Director of Youth Programme at the State level, subject to the dead line date of such appointment being 31-3-58 so that the final expiry date of the three year period would be 31-3-1961.

This may please be noted.

LETTER No. 2(38)/58-P. & C. DATED JANUARY 7, 1959, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT, NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS AND UNION TERRITORIES.

The impact of the Gram Sahayaks' Training Programme has been very encouraging. But closer observation in the field suggests that there is still very great scope of deriving benefits of this programme if follow up is better attended to.

Of the various steps for follow up suggested in the past, States have been taking such of them as are feasible in their local conditions. One of them has been to hold one day's refresher camp a little ahead of every agricultural season so that the problems of given areas are more pointedly attended to with reference to their main crops.

This letter is intended to make one very important suggestion as a part of the follow up. After a camp is held in a given Gram Sevak circle, the Gram Sahayaks from every village should organise in their own village one day camp for the benefit of *all* the villagers. At such a gathering, they may pass on all the information they have gathered at the camp. The Gram Sevak of the area has to taken intiative to organise such village-wise camps which are to be conducted by the Gram Sahayaks with the assistance of the Gram Sevaks. Obviously, these camps will not involve any expenditure whatever. All that is necessary is that the Block Development Officer should instruct the Gram Sevaks to ensure that such village-wise camps are held in each of the villages in his charge as early as possible after the Gram Sahayak camp in his circle is completed.

Some illustrated pamphlets, posters and other literature which would help Gram Sahayaks in conducting this one-day camp in their own village should be given to them and may be retained by the village Panchayat for use of all villagers thereafter.

This is to request you kindly to issue necessary instructions to all the Gram Sevaks to take this important step in the follow-up of the Gram Sahayak camps. A copy of your orders may kindly be endorsed to this Ministry.

LETTER No. 12(3)/59-P. DATED MARCH 3, 1959, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS EXCLUDING UNION TERRITORIES).

SUBJECT :—*Main Recommendations of the Annual Conference on Community Development—Co-ordination between Gramdan and Community Development—State-wise list of Sarva Seva Sangh representatives.*

In continuation of this Ministry's letter No. 11(18)/58-TG-I dated August 11, 1958, I am directed to inform you that, at the recent Ajmer Sarvodaya Sammelan, the desirability of associating Sarvodaya workers at lower than the State level, was reconsidered. It was decided that, wherever such workers were available, they should be associated with the bodies dealing with the Community Development Programme. Thus, the district level representative may be associated with the District Development Committee and the block level representative may be associated with Block Development Committee.

2. The names of the workers available at the different levels will be indicated by the State representative of the Sarva Seva Sangh whose name and address has been sent to you in the letter referred to above.

3. A copy of this letter is being endorsed to the State representatives of Sarva Seva Sangh with a request that they may indicate to their respective Development Commissioners, the names of the district and block level representatives in different parts of their States.

4. On receipt of such information, you may kindly arrange to instruct the concerned authorities at the district and block levels to associate such Sarva Seva Sangh representatives with the bodies, as indicated above.

Copy to :

(i) State level representatives* of Sarva Seva Sangh for all States (except Jammu & Kashmir) with a request to take action in the light of the above letter, particularly para 3. A copy of the names sent to Development Commissioner, together with the name of the respective district and block, may kindly be endorsed to this Ministry for information.

(ii) Shri Shriman Narayanji, Member, Planning Commission, for information.

LETTER No. 1(5) (V)/58-PRG. II, DATED THE 22ND APRIL, 1959, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION, (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS/ UNION TERRITORIES.

SUBJECT.—*Co-ordination between the Saghan-Kshetra Programme of the Khadi and Village Industries Commission and Community Development work.*

In the light of the Balwant Rai Mehta Committee's Recommendations to effect co-ordination between the Saghan-Kshetra Programme of Khadi and Village Industries Commission and Community Development work, discussions were held with the Commission and it has been decided to co-ordinate the two schemes.

2. The Co-ordination may be effected on the following lines :—

(i) The Khadi Commission will select suitable areas out of their existing intensive areas to experiment and evolve the best agrarian pattern for the rural economy. In areas so selected Khadi Commission will work, not only to develop the village Industries but also to ensure comprehensive development of other sectors of the economy, like Agriculture, Health, Education, etc. Funds out of the block budget will be made available for these items of work, more or less in proportion to the population or size of the intensive area to that of the Block. The intensive areas so selected will be administered by the Commission's own staff and will continue to receive technical advice

*List not printed.

and co-operation from the block staff. For effective co-ordination between the Block Development Committee and the Intensive Area Committee, it would be desirable to co-opt representatives of each Committee on the other.

(ii) The State Government will select one of its best blocks and earmark a compact area comprising a population of about 20,000 to 25,000 to be developed by its block staff on the lines of the intensive area scheme of the Khadi Commission. To such blocks, the Khadi Commission will divert its funds to develop industries coming under its purview inclusive of establishment charges on par with funds sanctioned by them for intensive area schemes. While the Khadi Commission will continue to render such co-operation and assistance as it can to these block areas, the administrative pattern for these areas will have to be worked out by the State Governments.

3. Enclosed is a comprehensive note prepared by the Khadi and Village Industries Commission on the intensive area scheme and also a list* of intensive areas in the various States. The State Governments are requested to select at least one Block immediately in consultation with the State Khadi and Village Industries Board, which is the counterpart of the Commission at the State level in order to work a co-ordinated programme in accordance with the paragraph 2 above. In case there is no statutory State Board, the matter may be taken up directly with the Khadi and Village Industries Commission, Bombay, for selecting an area.

This Ministry may kindly be informed about the action taken.

Enclosure

A Note on the Intensive Area Scheme

The Intensive Area Scheme was launched in June, 1954 by the erstwhile All India Khadi and Village Industries Board. By the end of March 1955 fifteen centres were set up under the scheme. When the work of the All India Khadi & Village Industries Board was taken up by the Khadi and Village Industries Commission (Constituted under Act No. LXI of 1956) alongwith the other programmes for the development of Khadi and Village Industries, the Intensive Area Scheme was also continued.

Under the Scheme, a group of villages with a population of about 20,000 is selected for the purpose of all round development of the area. The number of Areas selected under the Scheme has risen from 15 in 1954-55 to 81 as on 15th January 1959.

*Not printed.

Selection of Areas :

The areas with a back-ground of constructive work are given preference for starting development work under the Scheme. The areas where the people have responded enthusiastically to the call of Vinobaji for Bhoodan and Gramdan have been given a preference for selection as Intensive Areas. (Appendix Table 1 gives list of Intensive Areas covering Gramdan Villages).

Secondly, the availability of local workers who enjoy the confidence of the people and have a flair for development work in rural areas is taken into consideration while selecting an area. Also due consideration is given to the existence of Registered and/or co-operative agencies engaged in development work in the proposed areas. Where the institutions existing in the area are found willing and fit for the purpose, funds are granted to them and the scheme is implemented through them. Where this is not practicable, efforts are made to co-ordinate the working of the Intensive Area Centres and the existing agencies.

Objectives of the Scheme :

The intensive Area scheme aims at bringing about an all round development of the socio-economic life of the people in the selected areas. On the economic plan the Scheme seeks to promote an integrated development of the rural economy under which a more balanced and diversified occupational structure is secured. While the objective of a more balanced and diversified occupational structure leads to an emphasis on the development of village industries, their development is undertaken as a part of and fited into comprehensive programmes for the development of the individual villages and the area.

The programmes, framed in pursuance of the objective of a more balanced rural economy, seek to achieve a fuller utilisation of manpower and other resources, with a view to providing a minimum standard of living to the people of the Areas. The objective of full employment with a minimum income for all the participants in economic activity, has led to programmes for raising productivity through phased technological improvements in the different spheres of economics activity. The approach of the Intensive Area Scheme to the question of adoption of higher techniques is a pragmatic one. It works out concrete programmes for full employment of idle manpower at minimum level of income, under specific manpower situations obtaining in the Intensive Areas. The optimum rate and kind of technological change is decided by reference to the objectives of a minimum level of consumption to the population as a whole and a minimum level of income to all who seek and participate in the work.

The Social objectives of the scheme include the promotion of a greater degree of self-reliance, social cohesion and co-operation in the village and a reduction of socio-economic inequalities in the village with

special reference to raising the income and the status of underprivileged classes. The scheme seeks to arrest the disintegration of the village as a community and strives to develop it as part of a larger structural unit. Towards this end it mobilises and pools together the resources of the village to implement social security programmes under which the essential needs of the village such as medical aid and education are met from a common fund of the village. The other programmes through which the old class stratifications are sought to be replaced by greater degree of social solidarity and social cohesion, is Antyodaya. Under this programme, the village frames and implements programme for raising the income and status of its poorest families first. The sourceless are provided houses and small kitchen gardens and opportunities for gainfull employment so as to ensure to them the desired minimum level of income.

PROGRAMMES

A. *Village Plans :*

To give concrete operational meaning to the objectives of the scheme, special programmes are framed and techniques are being evolved to implement them. Village Planning which intends to develop the village as a part of a larger structural unit is one of the striking techniques adopted by the scheme. Development plans are made for individual villages on the basis of house-to-house surveys conducted by the representatives of the people with the help of the Organisers of the Scheme. On the basis of the requirements of the village and the resources available for meeting these requirements, a comprehensive programme covering different aspects of the village economy is prepared. The programmes for individual families are separately prepared. These family-wise programmes are integrated into a coherent plan for the village as a whole through making overall estimates of available manpower and other resources and allocating these resources according to the priorities fixed for the village as a whole.

The village plans include targets for items such as Agriculture and Animal Husbandry, Village Industries, Housing, Social Security Programmes covering items such as Education and Medical Aid and other programmes such as Construction and Repair of Village Roads, Community Buildings, Parks, etc.

The plans are implemented on the basis of aided self-help. The locally available resources in men and material are sought to be utilised to the fullest. While this is essential for the success of the plans, assistance from outside is required to fill the gap between what is required and what is available in the village.

The requirement of the resources for the programme of village industries becomes available to the village from the Khadi and Village Industries Commission. The village has to look to the district and Tehsil representative of the State Government, agencies such as the State Social Welfare Boards and other non-governmental agencies for funds required for the execution of programmes other than those for the industries. (The Appendix Table 3 sets out the total requirement of the 3 village plans and the assistance required for such plans).

Agriculture :

The objectives of the agricultural programmes are an overall increase in agricultural production with emphasis on the production of essential requirements such as vegetables, fruits, cotton etc. The plans seek to create necessary conditions for the adoption of better techniques of cultivation and provide for an increase in irrigation and supply of better seeds, manures and fertilisers.

Apart from the initiative of the people, the implementation of the programmes, relating to irrigation, seeds, manures and fertilisers, depends in a large measure upon the channeling of the required resources in equipment such as bricks, cement, iron etc. for construction work and material resources such as seeds, manures and fertilisers.

While the village mobilises its resources in labour and to an extent, in materials such as seeds as well as a part of the required resources in money, outside assistance is required to meet a part of the cost of construction, imported seeds, manures and fertilisers and also the payment of remuneration of hired labour of persons for whom their labour is their only or the chief stock-in-trade.

In some of the villages *e.g.*, Deora, the village has proposed to undertake a programme of land reclamation. For such programmes involving considerable outlays, external assistance becomes necessary. The programmes such as bunding, which aim at preventing soil-erosion also fall in this category.

The programme relating to the extension of better techniques of cultivation, *e.g.* Japanese method of paddy cultivation, ridge-and-furrow method of surgarcane cultivation and dibbing method of sowing wheat, are implemented by first organising demonstration on selected plot or plots and later extending the practice to other plots of the village. Such programmes are usually executed without offering monetary incentives. Similarly, the practice of growing of more vegetables and fruits is extended through persuasion and demonstration.

Animal Husbandry :

The objectives of the programmes are (1) An increase in the production of milk (2) A gradual substitution of buffaloes by cows of better breed.

The increase in the production of milk is sought to be brought about by an increased supply of fodder especially green fodder and through raising the number of milch cattle of better breed. Outside assistance is required to enable the people to meet a part of the cost of bringing cows of better breed from out-side. A part of the total resources required for the purpose is raised by the people from their own savings and from the money realised by the sale of buffaloes. The funds thus becoming available need be supplemented by outside assistance especially for the economically backward families of villages.

Village Industries :

The village plans aims at restoring the balance of the village economy through the development of the industries such as Khadi, Oilpressing, Gur and Khandsari, Leather, Carpentry and Balcksmithy etc. in the village. The type of industries for which plans are prepared depend upon local conditions relating mainly to the availability of raw materials.

The programmes for industries aim at supplying to the artisans facilities of raw materials and marketing of products. Another important aspect of the progremme for industries relate to the raising of technical efficiency of the artisans through the provision of training facilities and improved implements to the artisans. The funds for these programmes are made available by the Khadi and Village Industries Commission.

Housing :

The Housing programme is usually implemented by organising the supply of building materials such as bricks, timber etc. at reasonable prices. Through the Kshetra Samities, brick kilns are set up at convenient places to ensure supply of bricks. Other building materials are purchased in bulk and supplied to people at reasonable prices.

The arrangements regarding the supply of building material is found adequate to meet the needs of the comparatively better off families in the villages. Assistance is required to enable the economically not well of families, to build better houses. Such families contribute their labour and the village usually arranges to provide them land for houses but the families need financial assistance to meet the cost of purchase of materials and of payment to the skilled labour of carpenters and masons.

Social Security Programmes :

Apart from the economic development programmes referred to above, the village plans cover Social Security Programmes which aim at providing a minimum of social security to the people in respect of their keenly felt needs such as medical aid and education. These programmes embody the principle of the whole village functioning as one family (Gram Parivar). The social security programmes are implemented with funds locally raised in cash and kind.

The social security programmes envisage that all the families in the village contribute at the rate of Rs. 2/- per head. The contributions are given mostly in kind, especially in handspun yarn. Acceptance of yarn as membership fees enables all sections of village population to become the members by taking to spinning which leads to an increase in their incomes from out of which the local health schemes and the scheme for the free supply of books, stationery and fee concessions for the school going children are financed.

However these programmes necessitate the construction of buildings of the dispensaries and schools in the villages in which such buildings do not exist. These expenses together with the overhead charges require, in most cases, expenditure of the order, which is not always within the limits of the resources available in the village. The implementation of such programmes will become easier in case assistance is made available to meet at least a part of the fixed cost on building and equipment and a part of the recurring expenses.

Other Development Programmes :

Under this broad heading are included the programmes for construction, repairs and maintenance of roads and community buildings, parks, and running of institutions such as libraries and Balwadis. While the village have been found ready to contribute labour on voluntary basis for construction work and have also made efforts in mobilising monetary resources the assistance from government and non-governmental agencies is required to meet the cost of building material and other equipment required for the projects such as roads, panchayat ghars, parks, balwadies and libraries.

Concentrated development efforts in selected villages along the lines referred to above, have considerable educational value, not only for the people of the villages for which plans have been prepared but for the people of other villages also. The people are gaining an understanding of the programmes which can be prepared in the light of the local conditions and an insight into the techniques of implementing the plans. Successful implementation of the plan in pilot villages have evoked considerable enthusiasm among the people of the surrounding villages for the preparation of Area Plans and Regional plans covering all the villages an area or a group of 4 to 5 intensive Areas comprising a Region.

The village plans prepared and implemented to this date have produced encouraging results in terms of the achievements of physical targets of production, employment and income and have succeeded in providing a purpose and direction to the energies of the people. The energies and resources of the village are now being channeled to prepare integrated programmes of co-operatives covering the different activities such as agriculture, industries and marketing. Villages like

Kamelpur in District Moradabad, (Uttar Pradesh) are giving a lead to other villages in this respect. A group of families of the village have pooled their land and organised a Co-operative Farming Society. The programme of joint Farming is not piecemeal effort of just pooling the land and cultivating it jointly. It has stimulated and is itself sustained by the emergence of co-operative undertaking such as a power driven cane-crushing unit and a shop which handles the village trade through the assistance made available by the Kshetra Samiti. Besides the agricultural co-operative, the co-operative sugar cane processing unit and the village shop, the programmes for industries such as carding of cotton with pedal carding machine, hand-spinning, weaving, oil pressing and tanning are being implemented by the Gram Vikas Mandal with the help of the Kshetra Vikas Samiti.

B. *Regional Plans :*

The experience of implementing the village plans points to the necessity of developing the village as a part of a larger structural unit. Technological considerations have let to the establishment of larger processing units such as power-driven cane crushing unit which can crush the sugar-cane produced by 3 to 5 villages and a Dyeing and printing unit for a group of 30 to 50 villages which are engaged in the production of Khadi. Similarly financial considerations have led to the establishment of Co-operatives and of Registered Societies to undertake the supply of raw materials such as cotton for handspinning and of oilseeds for oilpressing. The projects such the contributory Health Scheme for Dhanaura Region covering 250 villages comprising 5 Intensive Area Centres in District Moradabad (Uttar Pradesh) also call for pooling of resources of a group of villages.

The establishment of agencies such as co-operatives for marketing and processing and the Registered Institutions which have assumed the overall responsibility of framing and implementing development programmes have prepared the ground for the preparation of Regional plans. The opportunities afforded to educated youth for using their energies and intellectual equipment through their association with these institutions and the creation of local leadership for the implementation of village programmes, have created the necessary climate for the preparation of the Regional Plans which aim at evolving a decentralised co-operative economy for a group of interdependent villages.

One such Regional Plan has been prepared for a group of 250 villages comprising of 5 Intensive Area Centres in District Moradabad U.P. Under this plan for the year 1959-60 programmes of village industries such as Khadi, oilpressing, fur and khandsari making, leather, fibre etc. and the programmes of housing and the health scheme are undertaken. While the production programmes presented by industries are expected to develop the economy of the Region, the programmes

for housing and health will initiate the process of co-operative action by a group of villages to cater to the essential needs such as medical aid and better housing.

Under the plan, the industrial processes and activities are sought to be regrouped into the home, the village, the area and the regional units. For instance, in Khandi Industries, the spinning and weaving processes will be attended to by the spinners and weavers in their homes, the village pedal carding unit will card the cotton and supply it to the spinners of a village. The washing and plain dyeing and printing will be attended to by units set up at area levels comprising of 30 to 40 villages, the work of stocking of cotton, of calendering, of artistic dyeing and printing and organising sales of Khadi outside the area will be the responsibility of the larger R gional Units.

The proposed regrouping of the activities will meet the demand of higher technology as in case of caiendering and dyeing and printing and of more efficient organisation as in the case of stocking of cotton and sales of khadi. The higher technological and the more efficient forms of organisation instead of eliminating or exploiting the artisans will help him to raise his productivity through ensuring better arrangement for the supply of raw materials and marketing of products and through facilitating the adoption of better technique. The emergent pattern of the economy will thus be a decentralised co-operative economy resembling Gandhiji's Oceanic Circle, in which the smaller and the bigger circles instead of impeding, lend support and strength to one another.

Organisation:

The Intensive Area Scheme has sponsored in every Area an institution which is named as 'Kshetra Samiti'. The Kshetra Samiti is a body registered under the Societies Registration Act of 1860. Its membership is open to all the residents of the area who are above 18 years of age and pay Rs. 0.25 nP. as admission fee and agree to contribute 12 days' labour or Rs. 12/- *per annum* for development work in area.

The members of the Kshetra Samiti belonging to one village elect a 9 members body which is known as Gram Vikas Mandal. The Gram Vikas Mandal frames and implements the plan for the village.

At the level of the area the responsibility of co-ordinating the village plans and preparing and executing the Area or Regional Plans is assumed by the Kshetra Samiti. The executive body of the Kshetra Samiti is the 'Yojana Committee' consisting of 9 to 11 members chosen by the primary members from amongst themselves.

The Kshetra Samiti is assisted in its work by one Organiser and one Assistant Organiser, both of whom are employees of the Khadi and Village Industries Commission. The Commission makes available to

the Kshetra Samitis funds for the development of Khadi and Village Industries in the area. The Kshetra Samiti being the agency which formulates and implements the plan and which receives and disburses the funds for the Industries programmes, the Organiser and the Assistant Organiser have to function in and through the Samities. This set up has assured people's participation both at the level of preparing and executing the plans.

LETTER NO. 14(6)/59-PANCH DATED OCTOBER 1, 1959, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION, (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS/ UNION TERRITORIES.

SUBJECT :—*Meeting of State Directors of Youth Programme & In-service Training convened by the Ministry of Community Development & Co-operation, from the 18th to 20th September, 1959.*

I am to state that a meeting of the State Directors of Youth Programme & In-service Training was held in this Ministry from the 18th to 20th of September, 1959. A copy of the proceedings of the meeting together with its main conclusions are enclosed as appendices* II to V.

2. This meeting considered fully the decisions of the Mysore Conference with a view to work out further detailed steps that have to be taken to build up a youth movement in the country. It is requested that expeditious action may be taken on all points where action by the State Governments is indicated. Particular attention is drawn to the decision taken at the meeting regarding the training of youth leaders. This programme has to commence, in terms of the meeting's decision, by January, 1960, and a phased programme drawn up by the State Governments and sent to this Ministry by the middle of November 1959. A phased programme for the formation of Yuvak Mandals in every village by the end of the Third Five Year Plan has to be prepared and sent to this Ministry also by the middle of November 1959. The third important decision of the meeting was that the State Governments would draw up their schemes for the pilot blocks where intensive youth work will be undertaken and send these to this Ministry by the end of October, 1959.

3. On their part this Ministry will take expeditious action on points concerning them and correspond with the State Governments further when necessary.

4. The receipt of this letter may be kindly acknowledged.

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*Not printed.

ENCLOSURE

Proceedings of the Meeting of State Directors of Youth Programme and In-service Training held in the Committee Room of the Ministry of Community Development & Co-operation, New Delhi, from 18-9-1959 *to* 20-9-1959.

1. *Participants* :

Eleven States, two Union Territories, the Ministries of Food & Agriculture and Education, the Ford Foundation and the Y. F. A. were represented. Appendix I is a list of the delegates.

2. *Inauguration* :

In the unavoidable absence of the Minister, the Deputy Minister for C.D. & C. welcomed the delegates. Stressing the importance of youth movement for national stability and progress, he requested the delegates to ensure that the movement is organised on right lines from the inception. With this end in view, he asked the officers present to speak out their minds fully and freely, so that their combined practical experience at the ground-level may be pooled to enable the Conference to plan the details for the speedy implementation of the several items on the Agenda by the State Governments.

On 19-9-1959, the Minister for C.D. & C. explained to the delegates the process of democratic decentralisation in the several States and the need for strengthening and associating associate organisations with Government agencies in the planning and implementation of Community Development programmes. In this connection, he presented an integrated picture of the several training schemes, institutional and otherwise, to impart training to non-servicemen at all levels, from the Parliament to the Members of the Panchayat and progressive villagers. He also explained at length his idea of developing the role of the people's representatives and of their institutions from the National up to the village level in the field of training of non-official leadership. He urged that members of the various functional Sub-committees should be stimulated to undertake the training schemes at the several levels as the spirit, the atmosphere and the emotional approach which those agencies can impart, the disciplined and methodical Government agency cannot. The Minister emphasised that the success of rural youth movement will largely depend on the success of the training programmes imparted to rural youth leaders and he wanted the Conference to fully consider the idea thrown out by him. Finally, the Minister strongly urged that, if not in lieu of, at least as supplementary to the current Bharat Darshan Programme, it should be sponsored at the expense of the Blocks, Block, District, State and Bharat Darshan for Gram Sahayaks, youth and child-leaders who have distinguished themselves by outstanding work of leadership in their fields of operations.

The Parliamentary Secretary to the Minister, C. D. & C. spoke on the objectives of pilot blocks for intensive youth work. He said that concentration, thoroughness and follow-up are the essence of the pilot experiments and urged upon the delegates to give the subject their close attention.

3. Agenda Item 1: *General discussion of the Main Recommendations made by the Annual Conference on Community Development held at Mysore in July* 1959 *in regard to the promotion of youth activities and movement*:

Shri B. Mukerji, Joint Secretary, Ministry of C. D. & C., who presided over the meeting explained the purpose in convening the Conference and observed that it is not merely to review the actual position of the several activities of the Associate Organisations, but also to work out the detailed steps by which the recommendations made by the Mysore Conference could be implemented by the State Governments to a phased programme. There was a general discussion on the Mysore recommendations when the following points were made out by the delegates:

(a) That the age group for membership and Yuvak Mandals may be limited to 21 years in order to avoid possible political indoctrination. The programmes of the Mandals should be based on the interests of the members and therefore there should be different programmes for different age groups:

After some discussion, the concensus of opinion was that the age limit of 25 years is only a recommendation and that it need not be construed as mandatory, in view of the prevailing conditions in rural India. It was agreed that the programmes of youth mandals should cater to and stimulate the interests of the several age groups within the Yuvak Mandals, to the extent practicable.

(b) That there should be only one Yuvak Mandal in a village which should admit to it different groups that form themselves round different interests.

This suggestion was agreed to.

(c) That mixed clubs may be promoted as is being done in Himachal Pradesh Territory:

The Conference felt that it is not advisable to lay down a uniform policy in this matter and that it may be left to the discretion of the Yuvak Mandals, having regard to local customs, traditions and conditions.

(d) That the Bal Mandal should form a wing of the Yuvak Mandal as it will not be practicable to promote both the organisations, to begin with. Therefore, there need not be a separate

constitution for the Bal Mandals. The Ministry of C.D. & C. may, however, indicate a scheme stating the objectives and programmes of the Bal Mandals which will function under the aegis of the Yuvak Mandals :

This proposal was agreed to by the Conference.

(e) That there need not be a written constitution for Yuvak Mandals :

The Conference felt that it is necessary for the members to know the objectives, programmes and organisation of their Mandal. The constitution sets out guiding principles which are subject to local variations, so long as such flexibility retains the backbone. It was, however, agreed that the constitution should be simple.

(f) That the objectives of the Yuvak Mandal should include promotion of literacy in the village :

This suggestion was agreed to.

(g) That the objectives of the Mandals should be direct and more specific :

After some discussion, the concensus of opinion was that the objectives have to be somewhat wide and stated in general terms.

(h) That comparatively more emphasis should be laid on economic programmes :

The Conference felt that while economic bias is important, there is also need for educational, cultural and recreational programmes. Therefore, it was necessary to maintain a happy balance of all the programmes having regard to the felt-needs and interests of the members.

(i) That there should be co-ordination between the Ministry of C.D. on the one hand and the Ministries of Education and Food & Agriculture on the other, in regard to the promotion of rural youth programmes :

It was explained that the "Labour and Social Service Camps" organised by the Ministry of Education through the Bharat Sevak Samaj should be distinguished from the promotion of Yuvak Mandals. However, it was agreed that the question of co-ordination needed full consideration.

(j) That the Panchayat should be responsible for promoting, assisting and guiding the Yuvak Mandal :

This suggestion was agreed to by the Conference.

4. Agenda Item 2 : *Review of organisation, working and phasing of the establishment of a Farmers' Mandal in every village* :

Shri Mukerji explained that with the Panchayats and Co-operatives functioning as the basic institutions in the villages for the promotion of agricultural production programmes, the Planning Commission and the Central Committee feel that the organisation of separate Farmers' Mandals may be left to the villagers, if they want them. The Conference agreed that Yuvak Mandals (including Bal Mandals) & Mahila Mandals only should be actively promoted by the State Governments.

5. Agenda Item 3:

(i) *Draft Constitution of a Yuvak Mandal* :

Appendix II is a model Yuvak Mandal Constitution as approved by the Conference.

(ii) (a) *Programme for the training of Youth Leaders* :

The Conference agreed that the success of a rural youth movement will largely depend on the success of the training imparted to the youth leaders. The following two views were expressed on this subject :—

One view was that the youth leaders of the village Mandals should be trained directly, so that they can help in organising the Yuvak Mandal in their own villages and hold training camps for the benefit of the members of the Yuvak Mandals. According to this view, at least two potential young leaders should be selected from each Panchayat and a training camp held for about 50 such leaders in a central village on the pattern of the Gram Sahayaks' Camps for a period of about 3 days. Some of the advantages claimed for this view were :—

(a) The Panchayat in which the Yuvak Mandal or Mandals are to be formed, can be directly served by the trained village youth leaders.

(b) Messing and transport charges are avoided.

(c) Personal contacts and relationships are established and promoted between the village Mandal leaders and the Extension staff.

(d) Village mandal leaders have the benefit of receiving training direct from the experts. Much loss of quality is bound to take place if the training reaches them through Block level leaders.

(e) A large number of the youth in the village will be benefited when the trained leaders organise youth camps within the Panchayat itself.

(f) The success of Gram Sahayaks' Camps wherein progressive farmers from villages are directly trained bears out this view.

Shri Mukerji explained the need for a deeper appreciation of the importance and the problems involved in the organisation of the youth movement. As the Gram Sevak has already a heavy load of work, he cannot be expected to be of much assistance to the S.E.O. in this movement. It will be too much to expect the S.E.O. by himself to take care of this programme. Voluntary workers have, therefore, to be found to guide and assist the work at the village level. There is, therefore, need to identify and train potential youth leaders, at the Block level, in fairly intensive training camps of 10 to 15 days' duration. These trained leaders, if necessary, may be paid an honorarium for not only organising Mandals in their own villages, but also for conducting similar training camps for the village Mandal Leaders in the Panchayats. Such leaders will be useful to the Mandals in the implementation of their individual and group projects by maintaining a liaison with the Extension staff and voluntary organisations in the field. They will be a source of obtaining technical assistance and financial aid for the progress of the projects and the movement. They will also assist the Panchayat Samithi or the B.D.C. and their functional sub-committees in developing their proper role in the fields of training and implementation of the youth programme.

Several delegates, however, felt that this scheme has the following handicaps:

(a) That the youth leaders who may undergo a training for 15 days will not be able, by themselves, to organise a camp for the Mandal leaders without the assistance of the Block staff.

(b) That if the Block staff are to assist the trained leaders to organise similar camps, again, for the village Mandal leaders, they would be doing this twice over.

(c) That a large number of these trained leaders may not perform the duties expected of them. They would also not be very effective unless they are actively associated with the work of village Mandals.

(d) That the selection of suitable persons at the Block level would be difficult in the beginning because they would not have done any work on the field to show their interest and ability.

(e) That it would be too much to expect the trained youth leaders to do honorary work on any adequate scale for the Village Mandal leaders within their areas.

(f) That if a honorarium is to be paid to these trained youth leaders, the cost involved will be prohibitive.

(g) That payment of honorarium to youth leaders at the present stage, will smoother the development of voluntary organisations.

After a protracted discussion, it was agreed that a middle course between the two views would be the best to adopt in the initial stages, which will be as follows :—

(a) Village Youth leaders' training camps may be held on the pattern of Gram Sahayaks' Camps for a period of about 5 days; three days' training will be inadequate.

(b) At least two village leaders should be selected from a Panchayat and four to five progressive Block level leaders may be selected per Block to make up a total of about 50 village leaders per camp; two such camps should be held per block per year.

(c) The selection of the village Mandal leaders may be made by the Panchayat functional Sub-committee for education and training and that of the Block level youth leaders, by the functional sub-committee of the B.D.C. (Panchayat Samithi) for education and training, the help of the Gram Sevak, the school teacher and other block staff should be taken in locating good leaders.

(d) The S.E.Os. who have not undergone training in youth programme and some members of the functional sub-committees of the Gaon Panchayats and Panchayat Samithis (B.D.C.) for education and training may be given training in this programme at the Orientation Training Centres or the S.E.O.T.C. in special courses to be organised for this purpose.

(e) Refresher training courses should be held periodically for the Mandal youth leaders.

(f) Special courses of training in cottage industries, poultry, agriculture, etc. depending on the interest of the members may be arranged.

(g) The training of village youth leaders should be arranged by the functional sub-committee of the B.D.C. (Panchayat Samithi) in charge of education and training with the assistance of the Block staff.

Appendix III is the syllabus for the training of rural youth leaders as approved by the Conference.

(ii) (b) *Phasing of the Training Programme* :

In view of the Rabi Campaign and the Agricultural operations now in progress, the delegates said that they would commence the training programme by January, 1960 and that the phased programme could be expected from the State Governments by the middle of November, 1959.

(iii) *Phasing of the programme for the formation of Yuvak Mandals in every village before the close of the Third Plan* :

The delegates said this phased programme could be expected from the State Governments by the middle of November, 1959.

(iv) *Selection of 10 pilot blocks in each State for intensive youth work* :

The Conference agreed that the aim of the pilot experiments should be to determine the most fruitful programmes by trying them in two or three villages, to begin with, under the close observation and guidance of the S.E.O. (Community Organiser) with a view to gradually expand the work in other villages on tested and proved methods.

These experiments are intended to answer the following among other questions :—

(a) How to promote local leadership, including the organisation of training programmes for rural youth leaders at the village and block level?

(b) How to involve Panchayats and other local organisations in this programme? What should be their inter-relationship and mutual roles?

(c) How to co-ordinate and utilise the different voluntary organisations in the field of youth movement?

(d) What are the demands likely to be made by Yuvak Mandals on Government agencies (such as special training courses in poultry, animal husbandry, agriculture, cultural and recreational programmes, simple literature, simple pamphlets, supplies, etc.) and how to meet them?

(e) What are the different individual and group projects which will meet different interests and needs of different areas?

(f) What are the several purposes for which finance will be required by the Mandals and in what measure and the different sources from which these demands may be met?

(g) How should the village Mandal be organised?

(h) What is the Government organisation needed for promoting the youth movement, their training and orientation? What is the help which the existing Government staff can render? What should be their specific roles? What are the other auxiliary agencies available in the field? How they can be best used?

(i) How to phase out the programme of organising village Mandals and developing individual and group projects? Considerations to bear in mind in this regard.

The Conference expressed the view that in the pilot blocks no special arrangements should be made which, if successful, could not later be applied to the entire country. It also agreed that no extra staff should be sanctioned for these pilot blocks and that the existing institutions, agencies and resources should be fully utilised for this purpose. As the S. E. O.'s main responsibility is the promotion of youth programmes, he should spot out the adult youth workers and train

them effectively to undertake the responsibility for the promotion of Yuvak Madals. As the V.L.W. has already a heavy load of work, he may render only such assistance as may be possible in this matter. At the village level, therefore, reliance has to be placed on trained youth leaders assisted by the village school teacher and the Block staff in general and the S.E.O. in particular, under the guidance of the functional sub-committees on education and training of the village Panchayat and Panchayat Samithi.

It was further agreed that at least 10 pilot blocks in each State should be selected for intensive youth work, preferably in the existing blocks attached to the Extension Training Centres. The delegates said that State Governments would work out a pilot block scheme and that they would forward it to the Ministry of C.D. by the end of October, 1959, to enable the Ministry to finalise the pilot scheme.

(v) *Appointment of a Director of Youth Programme* :

Having regard to the importance of youth programmes, the volume of work which would entail the promotion of Yuvak Mandals in all the villages and the consequent need for assistance, guidance, co-ordination and evaluation at all levels, it was agreed that there should be a Director in every State exclusively in charge of Youth Programmes. Some delegates said that the Ministry of Education has already a scheme for the appointment of Directors of Youth Programmes in every State and in the Centre and that the Ministry of C.D. may co-ordinate with it in this matter.

6. Agenda Item 4 : *Review of Gram Sahayaks' Training Camps and the follow-up programme* :

Shri Mukerji observed that while the Gram Sahayaks' Training Camps have had an excellent start, it was felt that their follow-up programme is neither thorough nor systematic and requested the delegates to give their objective assessment of the same. All the delegates, excepting from Bombay, said that the majority of the Gram Sahayaks are doing excellent work not only in their own fields but also in educating their community in modern methods, practices and techniques. They further said that the Gram sahayaks are being fully used, with advantage, in the Kharif and Rabi Campaigns. The Conference, however, agreed that the services of the Gram Sahayaks should be duly recognised and incentives should be given to them as stated in the Manual on Village Leaders' Training Camps and as recommended by the Minister, C. D. & C., in his opening speech. The delegate from U. P. said that his State had undertaken an evaluation of the Gram Sahayaks' Training Programme. Thereupon, the delegates requested that a copy of this evaluation report may be sent to all State Governments to undertake similar evaluation.

7. Agenda item 5 : *Preparation of syllabus for the additional two subjects of (a) new role of Panchayats and (b) co-operation in respect of Gram Sahayaks' Training Programme in the 'Agriculture' group of subjects for the year 1959-60.*

Appendix IV contains the syllabus for the additional subjects of (a) new role of Panchayats, (b) co-operation and (c) select recommendations of Shri Mahavir Prasad's report on his visit to China, in respect of Gram Sahayaks' Training Programme in the 'Agriculture' group of subjects for the year 1959-60.

8. Agenda item 6 : *Formulation of a scheme for the higher training of Gram Sahayaks :*

Delegates from Bombay, Bihar, Rajasthan, Orissa and Mysore States said that the scheme for the higher training of Gram Sahayaks has already been introduced in those States. The Conference agreed that there is need to afford higher training facilities for select Gram Sahayaks as suggested in the note circulated by the Ministry. It was agreed that the State Governments will send a scheme on this subject to the Ministry by the 15th October, 1959.

9. Agenda item 7 : *Formulation of a scheme for the higher training of members of functional sub-committees of Block Samithis :*

The Conference agreed that this training may be imparted after 3 to 6 months of completion of the general training given to the B.D.C. members. The delegates requested that the Ministry of C.D. should fully bear the expenditure on account of this training scheme.

N.B.—A copy of the Main Recommendations made by the Annual Conference on Community Development, held at Mysore, in regard to promotion of youth activities as amplified by the State Directors' Meeting is also enclosed. (Appendix V).

D.O. No. 32/1/59-TG dated the 14th October, 1959 from Shri A. Prakash, Deputy Secretary, Ministry of Community Development & Co-operation, New Delhi, to All Development Commissioners.

Proceedings of the M.Ps. Study Camp held at Pattancheru (Hyderabad) from January 29 to February 4, 1959, were forwarded to you in this Ministry letter No. 15(19)/59-Panch dated March 17, 1959. In this connection Deputy Minister (C.D. & C.), in his D.O. letter No. 15/41/59-Panch dated April 9, 1959, to all Chief Ministers invited attention to para. 8 of the Prime Minister's Fortnightly letter No. 3/59 dated the 25th March, 1959, wherein the need for holding Study Camps on the lines of Pattancheru Camp was emphasised.

2. The Government of Rajasthan have decided to hold a Study Camp near Udaipur from 3rd to 9th November, 1959 to which M.Ps., M.L.As., Members of the Training and Education Sub-Committee of

the Informal Consultative Committee of the Parliament, some selected Presidents of Zilla Parshads, Block Samitis etc., and officers working in the field of Administration and Community Development will be invited. Madhya Pradesh and Uttar Pradesh have also decided to hold similar camps during November. It is confidently hoped that other States will soon decide upon the time and venue of their Study Camps.

3. The Pattancheru Camp was the first of its kind and the agenda followed was of an *ad hoc* nature. At a meeting held under the Chairmanship of the Minister (C. D. & C.), which was attended by Development Commissioner, Rajasthan, Director of Training, Rajasthan, Joint Secretary (Training) and Deputy Secretary (Training), Ministry of Community Development, on 13-10-1959, the question of an agenda for the forthcoming Study Camp in Rajasthan was thoroughly gone into and it was considered that the following items would constitute a useful and logical agenda for this and similar camps to be held in future :—

1. Our Constitution.
2. National Planning and the Community Development Programme.
3. Administration and National Extension Service.
4. Block, the Administrative Unit for Planning and Development.
5. Block Advisory Committee, Block Development Committee, Block Panchayat Samati and Democratic Decentralisation.
6. Panchayat, Co-operatives and the Village Schools.
7. Associate Institutions and Functional Democracy.
8. Training under the Community Development Programme.
9. The Role of People's representatives in the Programme.
10. Welfare State *vis-a-vis* a People's State.

It is not intended that detailed agenda notes on each item should be prepared and distributed to the participants. All that would be necessary would be to distribute some literature for preliminary reading to the participants well in advance of the Camp or at the beginning of it and for some knowledgeable person to introduce the subject for discussion and then to wind it up at the end. Preferably such a person should be one of the participants or one who can afford to stay at the Camp throughout. It should be possible to cover all the items in 9 Sessions as follows :—

Items 1 & 2	1 session
Items 3 & 4	1 session
Item 5	1 session
Item 6	4 sessions
Items 7, 8, 9 & 10	2 sessions

In other words the Study Camp need not last more than a week. I am to request that the Agenda proposed above may be considered for adoption at the Study Camp you propose to hold. We shall be most grateful if you would kindly give thought to the agenda and let us have your reactions and suggestions for improvement of the same at an early date so that the thinking on the subject by the different States may be pooled and studied with a view to offering further suggestions and guidance to all the States interested in conducting such Camps.

4. At the meeting mentioned above considerable thought was also given to the question of literature that should be supplied at these Camps. It was felt that the best plan would be to make available three types of material: (a) literature, much of which is available in this Ministry, for preliminary or essential reading; (b) material for reference, to be kept available in sufficient quantities at the Camp so that the participants may have no difficulty in making use of this literature during their stay at the Camp; and (c) a Study-Kit-books, pamphlets and other publications which every participant should carry as a kind of souvenir from the Camp so that he may have ready reading and reference material available to him all the time. I am to request that this may be examined urgently and your suggestions in regard to the classification indicated above and to each class of material (names of publications, books etc.) may be furnished in your reply.

With kind regards.

D.O. PS/MCD/415/60 dated the 4th May, 1960, From Shri S. K. Dey, Union Minister for Community Development & Co-operation, New Delhi, to All Development Commissioners, Chief Commissioners.

I am attaching to this a copy of a letter I have addressed to the members of the Informal Consultative Committee of our Ministry in the Parliament. I am sure, you will agree with me that the close association of M.Ps. with the comprehensive working of a single Block will go much farther in acquainting them with the complexity of the problems faced by our programme than the general observations by them at random. It certainly will help curb misinformed criticism of the programme which is growing to be a deadly disease. I shall be grateful if you will kindly advise our organisation down below to offer to the willing M.Ps. all possible courtesies and assistance that can be accorded to them.

You might also consider whether or not it would be worth making a similar suggestion to the members of the State Consultative Committee also. They may, for instance, take interest in the working of a single Block or if that is too big, in a single village level worker's circle.

With kind regards.

Copy D.O. No. PS/CD/21 dated 4th May, 1960, From Shri S. K. Dey, Union Minister for Community Development & Co-operation, New Delhi, to all members of the Informal Consultative Committee of M.Ps. for the Ministry of C. D. & C.

As you are aware, one of the problems that has been demanding an urgent and effective solution, more so in the present new context of things, is how best we can secure non-official participation in the programme of Community Development. This matter, as you will remember, came up for detailed discussion in our Informal Consultative Committee meeting on the 21st of last month.

One of the suggestions made in that meeting, and which I readily accepted, was that every member of our Consultative Committee might be requested to take special interest in at least one Block in his area. Apart from the help that such an association will mean to the Block, the intensive experiences of work in a Block might also enable the member to have a deeper insight into the problems and the possible lines of approach to a solution. If a start in this direction could be made by the members of the Central Consultative Committee, the same would no doubt extend in the course of time to the M.L.As. and M.L.Cs. who are members of the State Consultative Committees.

The purpose of my writing this letter is mainly to extend to you an invitation on this behalf and to offer you my very cordial greetings till we meet again end of July. I am marking a copy of this letter to the Ministers in charge of Community Development in the States/ Chief Commisioners, for their information.

To all members of the informal consultative committee of M.Ps. for the Ministry of C. D. & C.

LETTER NO. 18/4/60-T. III, DATED MAY 9, 1960, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION, (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

I am directed to refer to the correspondence resting with our letter No. 18(4)/60-T. III dated 23rd April, 1960, regarding the co-ordination of Training Programmes for non-official workers and associates in the Community Development Programme.

2. The Apprentice Field Assistants have now completed their preliminary training in Rajpur and will be joining their stations in a few days.

3. As already mentioned in the note attached to the previous letter the Apprentice Field Assistant is a non-official honorary worker whose services are being temporarily utilised by this Ministry. He is above all an apprentice, a student of the Community Development programme in action. He is neither a Supervisor nor an Inspector of the non-official Training Centres. He will observe and study the implementation of the programme and associate himself with and help in the non-official training at different levels under the advice and guidance of the Principal/Director of the Training Centre to which he is attached. His assignment includes the following :—

(i) To associate himself with and learn from the non-official training of different categories organised at all levels in the States.

(ii) To visit the different Training Camps with a view to study, exchange views on organising and conducting the Camps and to pool experience.

(iii) To participate in the discussions at the Training Camps including those organised for Agricultural campaigns.

(iv) To participate and help in the selected activities (field programme) of the Training Institutions to which he is attached (during the periods when the non-officials training camps are not being conducted).

(v) To send his observations on significant trends or other interesting points seen by him in the actual working of the non-official training programmes, to the Principal or Director of the Training Centre to which he is attached.

4. In the letter referred to above the State Governments were requested to issue suitable instructions to the authorities conducting Training Camps for the non-official members of Block Development Committees, Gram Sahayaks, Women Workers etc., for extending necessary facilities to the Field Assistants to enable them to participate in these Training Camps. It is presumed that suitable instructions have been issued to all concerned at your end. It is requested that a copy of the same could be endorsed to this Ministry.

Copy to the Principals/Directors of the concerned Institute, in continuation of our letter No. 18/4/60-T. III, dated the 23rd April, 1960. These Apprentice Field Assistants have been selected from those who have graduated from the Rural Institutes and have been posted to your centre to gather field experience and to learn from field problems. When non-official training camps are being conducted, they may also attend the same and bring to your notice any significant or interesting features so that we may disseminate the

information for adoption by other non-official training centres also. After attending a particular camp they should be instructed to submit their notes to you. These notes may be examined by you and sent to the Ministry together with your comments.

A detailed programme for the tour and study of these Apprentice Field Assistants may kindly be drawn up immediately and followed. A copy of the same may also please be forwarded to this Ministry.

Receipt of the letter may also be acknowledged.

LETTER No. 3(6)(7)/60-PRG. DATED THE 27TH JUNE, 1960. FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION DEPARTMENT OF COMMUNITY DEVELOPMENT NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS AND UNION TERRITORIES.

SUBJECT :—*Labour* & *Social Service Camps*—1960-61—*inspection thereof by the B.D.Os.*

As you are aware, under the scheme of Labour and Social Service Camps for students and other youths sponsored by the Ministry of Education, camps are organised by different bodies like the Bharat Sewak Samaj, Universities, Bharat Scouts and Guides, N.C.C. Directorate (Ministry of Defence) and the State Governments. These camps are usually held in the block areas and their programme of work has to be approved by the Block Development Officers.

The Ministry of Education have requested that the Block Development Officers may be instructed to inspect the camps held in their areas and to forward their inspection reports in the enclosed proforma* to that Ministry for evaluation of the camp movement in the country. It is requested that suitable instructions may kindly be issued to the Block Development Officers accordingly under advice to the Ministry of Education and this Ministry.

*Not printed.

TRAINING

LETTER NO. F.4/8/59-CT DATED THE 21ST FEBRUARY, 1959. FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION, (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI, TO THE ACCOUNTANT GENERAL, MADHYA PRADESH, GWALIOR.

SUBJECT S—*Orientation Training Centre—Jabalpur—Estt. of.*

I am directed to convey the sanction of the President to the establishment of an Orientation Training Centre at Jabalpur (Madhya Pradesh State) with effect from the 1st March, 1959 under the administrative control of this Ministry. The expenditure per annum on the running of the Centre is shown in the Annexure I.* The expenditure during 1958-59 is estimated to be Rs. 12,000/- (Rupees Twelve Thousand) non-recurring and Rs. 4,000/- (Rupees Four thousand) recurring (Annexure II)*. The figures for "Allowances & Honoraria" and "Other charges" in Annexure I are to be treated as ceilings.

2. I am also to convey the sanction of the President to the payment of Rs. 75/- (Rs. Seventy five only) P. M. per trainee as compensatory allowance, during the period of their actual training.

3. The expenditure is debitable to the Major Head "63-B"—Demand No. 7-Community Development Projects & National Extension Service-C-2—Orientation. Training Scheme under relevant sub-minor heads—1958-59 and during 1959-60, subject to the funds being voted by the Parliament.

LETTER NO. F. 4/9/59-CT DATED THE 21ST FEBRUARY, 1959, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT AND CO-OPERATION, (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI TO THE ACCOUNTANT GENERAL, BOMBAY STATE, BOMBAY.

SUBJECT :—*Orientation Training Centre—Junagadh—Establishment of*

I am directed to convey the sanction of the President to the establishment of an Orientation Training Centre at Junagadh (Bombay State) with effect from 1st March, 1959, under the administrative control of this Ministry. The expenditure per annum on the running of the Centre is shown in the Annexure I*. The expenditure during 1958-59 is estimated to be Rs. 12,000/- (Rs. Twelve thousand) non-recurring and Rs. 4,000/- (Rs. Four thousand) recurring (Annexure II)*. The figures for "Allowances & Honoraria" and "Other Charges" in Annexure I are to be treated as ceilings.

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*Not printed.

2. I am also to convey the sanction of the President to the payment of Rs. 75/- (Rs. Seventy five only) P. M. per trainee as compensatory allowance, during the period of their actual training.

3. The expenditure is debitable to the Major Head "63-B"—Demand No. 7-Community Development Projects & National Extension Service C-2—Orientation Training Scheme-under relevant sub-minor heads 58-59 and during 1959-60, subject to the funds being voted by the Parliament.

D.O. No. 21/54/58-TG. DATED 19TH MAY 1959. FROM SHRI B. MUKERJI, JOINT SECRETARY, GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT) TO ALL DEVELOPMENT COMMISSIONERS.

As you are perhaps aware, this Ministry has set up a Central Institute of Study and Research in Community Development at Mussoorie. The Institute was established in June, 1958, and has already run five Orientation Courses for senior administrative officers, heads of technical departments and non-officials including M.Ps. and M.L.As. The sixth course is scheduled to commence on 25-5-1959. During the rest of the calendar year there will be three more courses as follows:

Seventh Course	29-8-59	to	26-9-59
Eighth Course	1-10-59	to	28-10-59
Ninth Course	9-11-59	to	12-12-59

I am enclosing for your information copies of a note setting out the objectives of the Institute and the syllabus so far followed.

2. Your Ministry is playing an important role in the implementation of the Community Development Programme. At the field level the Block agency is being used more and more as a common agency for implementation of the programme of different development departments. The National Extension Service is fast becoming the pattern of developmental administration of the country. It is, therefore, considered that some orientation in the philosophy objectives etc. of Community Development and knowledge of the working of the programme in the country would be useful to officers working not only in this Ministry but also in other Ministries concerned with rural development in one form or the other. Those officers whose experience of the field is now too old and more especially those who have not had field experience at all, can we consider, learn good deal by exchange of ideas and experiences with officers fresh from the field as well as representatives of the people (M.L.As. & M.Ps.). Our experience of the last five courses has convinced us that they are useful

to all concerned and have served to stimulate thinking on various subjects connected with Community Development. For these reasons, the Minister for Community Development & Co-operation is most anxious that the facilities for orientation offered by our Institute of Study and Research in Community Development at Mussoorie should be availed of by officers of your Ministry. I would, therefore, request you to depute one or two senior officers whether belonging to Administrative/Secretariat Services or Technical Services in any of the three courses mentioned in para 1 above. It may be desirable to draw up a phased programme of training so that officers get sufficient notice and officiating arrangements, if any, can be made. As for the courses to be held during the next calendar year, I shall write to you separately—in due course.

3. I shall be extremely grateful if our proposal is given earnest consideration by your Ministry and suitable officers deputed for participation in the courses mentioned above.

Enclosure I

A short note on the Central Institute of Study & Research in Community Development.

The fast expanding Community Development and National Extension Service Programme requires a large number of Administrators who not only understand administration as such but also understand the sciences of human relations and human values. Such understanding requires not only the technical know-how of personnel administration and of physical and economic development, but also knowledge and appreciation of the processes of social and cultural development. Community Development, whether operating at the village level or in the State and national administration, is a series of complexes of human relations and people's processes. An understanding of economics and Political Science is necessary but more important is a knowledge of Sociological Sciences, Sociology, Social Psychology and Social Anthropology, which specifically study and analyse group behaviour, group relationships and group processes.

So far it has not been possible to provide for this important aspect of training in the Training Centres which have been given orientation training to Block Development Officers and Social Education Organisers. For the orientation of Administrative and Technical Officers above the level of the Block, reliance has so far been placed exclusively on the Seminars. The need has been keenly felt for some time for setting up a Central Institute which could immediately apply itself to the task of giving a higher training to the key personnel, administrative as well as technical, of the State Governments as well as of the

Central Government, particularly in group methods and the sociological aspects of the programme which they are operating. Accordingly a Central Institute is being set up by the Ministry of Community Development at Mussoorie, the first course at which will start in June, 1958.

The Study Wing of this Institute will have a two hold objective which may be stated as follows :—

(a) To stimulate thinking in the key personnel, administrative and technical, engaged in Community Development with a view to creating in them a better understanding of the objectives of the programme, approaches, techniques etc. The seminar method should be generally followed. It should be ensured that the fullest use is made of the knowledge and experience which the participating officers have gathered in the operation of the programme. The academicians who will be brought to the Institute either as its staff or as outside lecturers will primarily help in provoking thinking by presenting a challenge to the practical workers who will gather at the Institution. These academicians should definitely be first-rate men in their own lines. The Institute must have access to a good library, and the curriculum to be followed at the Institute must provide for a fair amount of reading on the part of trainnees. The Institute cannot and should not attempt to run courses of organised training of the administrative pattern; the courses, it runs, should primarily aim at stimulating thinking and giving an opportunity to those who come to it to study good literature on subjects relating to Community Development and allied matters, and maximum advantage should flow from exchange of experience and knowledge of the participants in the discussions.

(b) The Institute should, in due course, be able to supervise and guide the Block Development Officers' Training Centres, Social Education Organisers' Training Centres and any other Training Centres of the institutional type that are set up by the Ministry. This supervision should be educational in nature.

After some time it is proposed to set up a full-fledged Research Wing, attached to the Central Institute. This Wing will be responsible for research, though it may utilise the State Governments and other agencies such as Universities for actually implementing projects under its guidance and control. If research work is undertaken in the States the Research Wing of the Central Institute should also be in a position to give guidance to it. As the research problems would be of practical importance to the programme, many of these should emerge

from the discussions in the Central Institute. Some of the problems could also be suggested to the States for undertaking research. In the early stages selected priority problems alone will have to be taken up for research.

ENCLOSURE II

Syllabus for the Orientation course at the Central Institute, Mussoorie.

I. *Philosophy, concepts and objectives of Community Development :*

(i) Genesis of Community Development Programme.

(ii) Cooperative studies in Community Development in this and other countries.

(iii) Objectives of Community Development.

(a) Economic.

(b) Social.

(c) Democratic.

(iv) Distinguishing features of the Indian Programme.

(v) Community Development and the Five-Year Plans.

II. *Evolution of socialist society and the welfare State and the Community Development Programme.*

(1) Fundamentals of community life—the integrating and disintegrating forces in modern communities.

(2) Why Community Development? Creating and reinforcing the integrating forces without insulating the community from the rest of the society. Lessons from the study of rural sociology and researches in this field and their application to Community Development.

Can Community Development be planned? The social democratic approach—Directive Principles of State Policy as laid down in the Indian Constitution.

(3) Sarvodaya, Bhoodan and Gramdan.

(4) Land Reforms.

(5) Welfare of under-privileged and under-developed classes of society. Advancement of tribal people.

III. *Evolution of Democracy :*

(1) The spirit and structure of our Constitution.

(2) Decentralization of Democracy—Panchayats, Block Development Committees and Local Self-Government.

(3) Other forms of people's organizations and institutions—Their role and importance in Community Development.

(4) People's participation—its true meaning and significance. Local Leadership.

(5) Co-operation—the idea of the "Cooperative Commonwealth."

IV. *Problems of under-development in Indian rural communities* :

(a) The village community in a backward economy.

(b) Employment and underemployment. The occupational structure.

(c) The economics of agriculture.

(d) The economics of rural industries.

(e) "Conservation" and "Resources Development".

V. *Technique of Community Development—Methods and Process* :

(1) Extension—its philosophy, principles and techniques.

(2) Social Education.

(3) Community Work.

VI. *Public Administration—Transforming the law and Police State into a Welfare State* :

(i) Role of a public servant in a Welfare State.

(ii) Planning for Welfare—Techniques and processes in Planning—Comparative studies in Planning in this and other countries. "Area Planning" and "Regional Planning". Block as the Unit of Planning and Development.

(iii) Administrative Co-ordination. Respective roles of the general administration and Technical Departments—Importance of strengthening Technical Departments—Research and its role in the functioning of Technical Departments.

(iv) Man management—Recruitment and Training—Supervision and Guidance.

(v) Evaluation of Community Development: Research in methods and teachniques of evaluation—"Efficiency Audit."

VII. *Some facets of the Programmes* :

(1) Agriculture and allied subjects.

(2) Co-operation.

(3) Village Industries.

(4) Public Health and Sanitation.

LETTER NO. 7(13)/58-PANCH DATED 5TH JUNE, 1959. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION, (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS, & UNION TERRITORIES.

SUBJECT :—*Orientation training of non-official members of the Block Development Committees.*

I am directed to refer to paragraph 5 of this Ministry's letter No. 7 (13)/58-P. & C., dated the 27th December, 1958 regarding financial arrangements in connection with the scheme for orientation training of non-official members of the Block Development Committees, and to convey the sanction of the President to the expenditure incurred on the implementation of the scheme in the States being met in full by the Central Government, subject to the following conditions :—

(i) The schemes drawn up by State Governments will be submitted for examination and approval to this Ministry before any expenditure is actually incurred thereon. The schemes will, for the present be drawn up so as to cover non-official members of the existing block development committees as also of the blocks to be allotted during the present Plan period, and will be accompanied with full details *e.g.*, total expenditure involved, *per capita* cost, particulars of the institutions selected and of the personnel to be employed as trainers, etc.

(ii) The expenditure will be initially incurred by the State Governments from their own resources for which financial provisions will be made in their annual appropriation budgets.

(iii) The overall expenditure on the scheme in the States, including the cost of literature, guide books, etc., to be reimbursed by the Central Government shall not exceed Rs. 50/- *per capita* or the actual expenditure whichever is less. This will apply both to official and non-official institutions set up for the purpose.

(iv) The training of trainers will be organised by this Ministry which will bear the entire expenditure in this regard. This expenditure will be outside the *per capita* expenditure ceiling of Rs. 50 prescribed for the States *vide* (iii) above. A few camps for imparting orientation training to trainers will be organised at suitable places, information in regard to which will be communicated separately.

(v) The expenditure incurred by the States will be reimbursed to them by way of grants. The amount will have to be actually spent before claiming reimbursement.

(vi) The expenditure, in so far as it concerns the Central Government, will be chargeable to the head "63-B, Community Development Projects and N. E. S.—B.3—General—B.3(1) (7) Training of non-official members of Block Development Committees—B(3)(1)(7)(1)—Grants to State Governments".

(vii) The State Accountants General will be responsible for reimbursing to the State Governments after due verification in the case of Government institutions and on the basis of certified statements of expenditure in the case of non-official institutions, the actual expenditure incurred by them on this scheme, not exceeding the *per capita* limit of Rs. 50 as indicated above, by a corresponding adjustment of the expenditure in the Central Section of Government Accounts. The State Governments will please obtain annual statements of actual expenditure as certified by the Chartered Accountants of the non-official institutions concerned with a view to see that the expenditure conforms to the terms and conditions of the grant-in-aid laid down by the State Government in pursuance of this scheme.

(viii) In order to enable the State Accountants General to make necessary adjustments in the books of the Central Government, the Development Commissioners will forward to them a quarterly statement showing the details of expenditure incurred at each training centre, the number of persons trained and other relevant details in support thereof. Two copies of these statements may also be forwarded to this Ministry for information and follow-up with the audit.

(ix) The funds required for expenditure on this programme in the Union Territories will be provided in their respective Area Demands and the expenditure will not be reflected in the Subject Demand of this Ministry.

2. State Governments who have already forwarded their schemes and whose *per capita* cost exceeds the prescribed ceilings indicated above, are requested to review the matter in the light of the above observations, and forward their revised proposals for approval to this Ministry at an early date.

The receipt of this letter may kindly be acknowledged.

Copy with a copy of this Ministry's letter No. 7(13)/58-P. & C., dated the 27th December, 1958, forwarded to the Accountant General, Central Revenues/States' Accountants General for information and necessary action. Arrangements to provide necessary funds in the State circles of Accounts will be made at the time of preparation of revised estimates for 1959-60.

Letter No. 31/1/59-TG dated 18th July, 1959. From the Government of India, Ministry of Community Development & Co-operation (Department of Community Development) New Delhi, to All Development Commissioners.

Subject :—*Training of Panchayat Secretaries.*

I am directed to state that in pursuance of the recommendations of the Balwantray Mehta Study Team report for strengthening the Panchayats and with a view to making devolution of power and democratization of the peoples agencies a reality and success, it has been considered necessary to give adequate training and orientation to the people in the villages, specially their representatives, so that they may understand not only their rights and privileges but also their duties responsibilities in the task of Community Development and efficient and effective functioning of Panchayats and Block Development Committees. The question of strengthening the Panchayats and training of their personnel was discussed in the fourth meeting of the Central Council of Local-Self Government and this meeting has also recommended devolution of sufficient powers to the Panchayats.

2. With a view to enabling the Panchayats to play their new role it has been decided to arrange for the training of Panchayat Secretaries. The total number of Panchayats at present in the country is about 1,64,000 and the number of Panchayat Secretaries, by suitable regrouping of Panchayats, is expected to be about 1,50,000. To start with, it is proposed to open 100 Training Centres for them during the year 1959-60. The details of the scheme will have to be worked out in consultation with the State Governments who will be entrusted with the running of the Training Centres. In this connection the availability of teaching personnel, institutional facilities, and other relevant factors including the extent of participation by each State have to be taken into account. Tentatively, it is felt that to run a training centre the following staff will be necessary.

(i) Principal of the Training Centre.

(ii) Four Instructors.

(iii) Two Clerks and two peons.

In addition, provision will also have to be made for honorarium to the guest lecturers, if any, free board & lodging arrangements for the Panchayat Secretaries, rent for buildings and miscellaneous expenditure on furniture, office and other equipments and books.

3. The State Governments are requested to consider the scheme and furnish to this Ministry their views alongwith details of financial implications for the running of the training programme for the Panchayat Secretaries. They are also requested to furnish information as

to the extent to which the expenditure involved can be met by them and other facilities like accommodation provided. The reply should contain information in regard to the number of training centres that can be started during the current financial year and the next year, their location, number of Panchayat Secretaries thus proposed to be trained during this period, the scales of staff and details of the items of expenditure.

The question of the Central Government giving financial assistance to the States in this Programme of training Gram Panchayat Secretaries is under active consideration. The extent to which and the manner in which such assistance will be given will be decided on receipt of replies to this letter.

4. I am to request that information asked for may kindly be furnished to this Ministry by the 31st August, 1959. The receipt of this letter may please be acknowledged.

LETTER NO. F.11(8)/59-CT DATED THE 15TH SEPTEMBER, 1959. FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS, (EXCEPT MADHYA PRADESH, JAMMU & KASHMIR).

SUBJECT :—*First Course of training of District Panchayat Officers at the Trainers' Training Institute, Rajpur (Dehradun).*

You are aware that the objectives of the Community Development Programme have recently been redefined as follows :—

"To promote the all-sided development of the village community, including their economic, political, social cultural and moral developments; in particular :—

(a) to develop a spirit of community life among the people by promoting co-operation and mutual sharing, leading ultimately to voluntary community ownership of the basic means of production, such as land, and fulfilment by the village community of responsibility for the welfare, employment and livelihood of all its members.

(b) to make the village self-sufficient, in the primary needs of life, such as food, clothing and shelter and to promote the development of each village along with the development of the local area of which it forms part, and

(c) to develop self-reliance in the individual and initiative in the community so that the people are able to manage and run their affairs themselves and make the village self-governing units of the larger Indian Democracy".

The methods of community development have to be those of Extension Education. In order that the District Panchayat Officers get an insight into the nature of duties they have to perform, the problems they are likely to face and their possible solutions, it has become necessary to impart them training. As such a decision has been taken to provide a 46 days' course to the District Panchayat Officers at the Trainers' Training Institute, Rajpur (Dehradun).

A copy of the syllabus* is enclosed. The first course at the institute will start on the 15th October, 1959 and allotment of the seats to the various States is given in Annexure I.* The State Governments are requested kindly to participate in this important training programme and utilise full quota of seats allotted to them. Full particulars of the officers to be deputed for training may kindly be communicated directly to the Principal, Trainers' Training Institute, 4-Mussoorie Road, *Rajpur* (Dehradun), under intimation to this Ministry.

The State Governments will continue to pay their salaries to the District Panchayat Officers during the training period. The State Governments will also pay travelling allowance etc. as admissible under the State Governments rules. The Central Government will pay compensatory allowance of Rs. 125/- per month to each officer trainee to meet his expenses on boarding and lodging. As the compensatory allowance is being granted, daily allowance will not be admissible to them.

The receipt of this letter may kindly be acknowledged.

LETTER NO. 21(89)/59-TG DATED 24TH SEPTEMBER, 1959. FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI, TO THE PRINCIPAL, CENTRAL INSTITUTE OF STUDY & RESEARCH IN COMMUNITY DEVELOPMENT, RADHA BHAVAN, MUSSOORIE.

SUBJECT :—*Constitution of an Advisory Board for the Central Institute of Study & Research in Community Development.*

I am directed to state that the Government of India have approved and accepted the recommendation made by the Working Group set up by this Ministry to consider and prepare a scheme for research work in Central Institute of Study and Research in Community Development regarding the setting up of an Advisory Board for both Research and Study Wings of the Institute. This Board shall consist of the following members :—

(1) Shri N. R. Malkani, M. P. (Rajya Sabha).

*Not printed.

(2) Prof. A. R. Wadia, M. P., (Rajya Sabha).

(3) Shri A. C. Guha, M. P., (Lok Sabha).

(4) Shri Raghubir Sahai, M. P. (Lok Sabha).

(5) Shri Harishchandra Mathur, M. P. (Lok Sabha).

(6) Dr. Douglas Ensminger, Chief, Ford Foundation, New Delhi.

(7) Dr. B. N. Ganguly, Director, Delhi School of Economics, University of Delhi.

(8) Shri M. S. Gore, Director, Delhi School of Social Work, Delhi.

(9) Prof. M. N. Srinivas, Faculty of Social Sciences, University of Delhi.

(10) Dr. S. C. Dube, Prof. of Anthropology, University of Saugar, P. O. Patharia Hills, Sagar (Madhya Pradesh).

(11) Dr. Nirmal Kumar Bose, Head of Anthropological Survey, National Museum, Calcutta.

(12) Shri V. K. N. Menon, Director, Indian Institute of Public Administration, Indraprastha Estate, Ring Road, New Delhi.

(13) Shri S. N. Mozumdar, I.C.S. (Retired), 51-Golf Link, New Delhi.

(14) Shri K. S. V. Raman, Chairman, Bihar Public Service Commission, Patna.

(15) Prof. D. Ghosh, Chairman, Programme Evaluation Organisation, New Delhi.

(16) One representative from each of the following :—

(i) Planning Commission.

(ii) Ministry of Food & Agriculture, (Department of Agriculture).

(iii) Ministry of Health.

(iv) Ministry of Education.

(v) Ministry of Scientific Research and Cultural Affairs.

(vi) Ministry of Commerce & Industry.

(vii) Ministry of Community Development & Co-operation (Joint Secretary, Training).

(17) Principal of the Central Institute of Study and Research in Community Development, Mussoorie.

2. The Minister for Community Development and Co-operation will be the Chairman of the Board and the Deputy Minister for Community Development & Co-operation will be its Vice-Chairman. The Vice-Principal of the Central Institute of Study & Research in Community Development, Mussoorie will be the Secretary of the Board.

3. The functions of the Advisory Board will be as follows :—

(i) to review the progress of work done in Study and Research Wings of the Central Institute;

(ii) to give advice and suggestions regarding pattern and nature of Research work to be taken up at the Central Institute, Regional Research Institutes and Training Centres as well as building up of Research organisations at different levels;

(iii) to recommend measures to improve Library and its use;

(iv) to advise on the setting up and functioning of a Clearing-House on Community Development at the Institute;

(v) to give advice and suggestions regarding promotion of studies in Community Development; and

(vi) any other matter on which the advice of the Board may be sought.

4. The Advisory Board shall be required to meet at least twice a year and shall have the power to co-opt additional Members whether official or non-official, whenever considered necessary.

5. The Board may be divided into Sub-Committees which may meet oftener for Study and advice on specialised subjects such as :—

(i) Orientation Course.

(ii) Studies at the Institute, and

(iii) Research or any other important subject that may have to be developed in the Institute.

6. The official members of the Central Government shall draw T. A. & D. A. at the rates admissible to them from their own Ministries/ Departments etc.

The T. A./D. A. of the members other than the Central Government officials shall be regulated as follows :—

I. *Members who are employees of State Governments or of Universities.*

(i) *State Government officials*: They will draw their T. A. and D. A. under the rules of the State Government concerned. The expenditure will be intially met by State Governments who may subsequently raise a corresponding debit against the Central Institute on this account through the Accountant General concerned.

(ii) *University employees*: They will be paid their T. A. & D. A. direct by the Central Institute in accordance with the T. A. rules of the respective Universities, applicable to them. For this purpose, the T.A. claims of such employees will be supported by a certificate from the authority concerned to the effect

that the claim has been correctly prepared under the rules. (Authority—Ministry of Finance O. M. No. F.6(4)-EIV/58 dated 1-10-1958).

II. *Non-official members who are Members of Parliament.*

It is expected that the Members of Parliament will use their free rail 1st class pass where necessary for attending the meetings of the Advisory Board.

They will be treated as Grade I officers of Government entitled to travel 1st class where there is a provision for it or by air-conditioned coach provided they pay the difference between 1st class fare & fare for air-conditioned coach. The incidentals will be payable at 12 pies per mile for all rail travel. In regard to the journeys performed by road they will be entitled to draw road mileage as for Grade I officers. The daily allowance is payable at the highest rate admissible to Grade I officer of the Government.

(Authority Ministry of Finance O. M. No. F. 10(2)-EII/51 dated 12-4-1951 and as amplified by CS 287 below SR 190 & Ministry of Finance O.M. No. F.3(3)-EII/55 dated 1-7-55 amplified by CS 569 below SR 190).

III. *Other-non-official Members.*

(i) *T. A.*: Rail 1½ 1st class fare (both ways). In respect of journeys by road rate of mileage allowance as admissible to officers of Grade I.

(ii) *D. A.* : At the highest rate admissible to Government servants of Grade I.

7. The Daily Allowance will be admissible one day previous to the commencement of the meeting, if a member arrives at the place of meeting in the forenoon and one day after its termination if he actually leaves the place of meeting in the afternoon.

8. In the case of non-official members resident at places where meetings of Board take place, only the actual cost of conveyance hire subject to a maximum of Rs. 10/- per day will be admissible. This will be payable also to non-official members resident at the place of meeting who use their own cars.

(Authority Ministry of Finance O. M. No. F.10(2)EII/51 dated 12-4-51 and amplified by CS 287 below SR 190).

9. The expenditure on payment of T. A. & D.A. to non-official members of the Board including the Members of Parliament shall be met from the budget provision of the Central Institute of Study and Research in Community Development, Mussoorie and shall be debitable

to the major head "63 B-Community Development Projects and National Extension Service-B3-Central Institute of Study & Research in Community Development—B3(1)(5)-Central Institute of Study & Research in C.D.-B3(1)(5)(3)-Allowances and Honoraria" under Demand No. 7.

LETTER NO. 21/101/59-TI DATED 10TH DECEMBER, 1959. FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS/ ADMINISTRATIONS.

SUBJECT :—*Selection of Trainees for the different courses at the Central Institute of Study & Research in Community Development Mussoorie, during the calendar year* 1960.

I am directed to say that in its first meeting, the Advisory Board of the Central Institute of Study & Research in Community Development have recommended as under :—

> "(c) *Selection of Trainees*: Development Commissioners should be requested to form a small committee for the purpose of selection of proper trainees for each course and to intimate a panel of names together with alternates to the Mussoorie Institute from time to time. The programme for the entire year should be settled in advance and State Governments requested to intimate the names of trainees together with their particulars to the Principal of the Institute at least three months in advance of each course."

2. The Principal of the Central Institute has already intimated to the State Governments, the phased programme of Orientation courses at the Institute during the year 1960; it is hoped that the State Governments are already taking necessary action to select suitable officers for deputation in the different courses.

3. As recommended by the Advisory Board the State Governments may kindly constitute a small committee, who may make a selection of proper type of trainees and send a panel of names together with alternates to the Principal of the Mussoorie Institute. The number of officers selected for each course should be according to the number of seats that are allotted to each state by the Principal.

4. The following categories of officers should participate in the courses and the Selection Committee may therefore confine their selection of officials to these categories only :—

(i) Development Commissioners; Additional Development Commissioners, Joint Development Commissioners, Commissioners of Divisions and Secretaries of Development Departments.

(ii) Deputy Development Commissioners; Heads of Technical Departments; Regional or Range Officers of Technical Departments.

(iii) Collectors and Additional Collectors.

(iv) Assistant Development Commissioners; Senior District Planning Officers and Senior Sub-Divisional Officers.

It may also please be ensured that the officers selected are not over fifty years of age and are physically fit to withstand the rigours of Mussoorie climate.

5. It will be appreciated if the action taken in the matter is intimated direct to the Principal, Central Institute of Study & Research in Community Development, Radha Bhawan, Mussoorie, under intimation to this Ministry.

LETTER NO. 18/4/60-T.III, DATED 23RD MARCH, 1960. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS/CHIEF COMMISSIONERS OF ALL STATE GOVERNMENTS/UNION TERRITORIES.

SUBJECT :—*Training of non-officials in States Co-ordination Liaison with the Centre—Utilisation of services of Rural Institute Graduates—Scheme regarding.*

I am directed to forward herewith a copy of a scheme prepared with a view to achieving closer liaison and co-ordination of training programme for non-officials in the States and the Centre. Necessary arrangements to select suitable eleven non-official Field Assistants are being made and they are likely to be deputed to work in states from early May, 1960. These Field Assistants will visit the Non-official Training Centres and Camps organised for the members of Block Development Committees, Gram Sahayaks, Gram Lakshmi's and later on the training camps for Panches etc.

2. In order to draw up a detailed tour programme for these Field Assistants the State Governments are requested to intimate to this Ministry a detailed schedule of the above training camps in the proforma attached* herewith.

3. Further, as the training camps for the non-officials, who are mostly busy farmers, cannot be conducted throughout the year, the

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*Not printed.

State Governments may also please suggest the best way of utilizing these Field Assistants during the periods when the training camps are not functioning in the States.

The matter may please be treated as most urgent.

ENCLOSURE

MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION, (DEPARTMENT OF COMMUNITY DEVELOPMENT) TRAINING DIVISION

Schemes for the training of non-official workers and associates in Community Development Programme—closer liaison and co-ordination of training programme in various states.

1. Panchayati Raj has been initiated in the States of Rajasthan, Andhra Pradesh, Mysore and Assam. The other States are also progressing in this direction and before long the process of decentralisation would cover the entire country. With this transfer of power, Panchayats become the primary units of self Government and assume great importance in the Socio-economic development of the countryside. But the success in this field will ultimately depend on the understanding of the programme and skills of planning imbibed by the members of the Panchayati Raj and other local organisations. It is estimated that about 16 lakhs of Panches, 5 lakhs of youth leaders, 5 lakhs of women workers, 2 lakhs of members of the Panchayat Samitis/Block Development Committees and 1½ lakh of Panchayat Secretaries would require such orientation.

2. A comprehensive programme for providing opportunity of study and orientation to the above-mentioned categories of non-officials has been worked out and is being implemented by the States. Both official and non-official agencies are being utilised by the State Governments in this field, with financial assistance from the Central Government. With a view to ensure proper co-ordination and uniformity of standards, it has been decided to form a nucleus of non-official field Assistants. They will maintain a close liaison with the State Governments and this Ministry as well as the non-official institutions engaged in this work. In order to help the non-official institutions in solving their day-to-day problems, the selected personnel will also visit the training camps and stay with the trainees for such periods as may be necessary. They may also participate in discussions and study groups.

3. Accordingly a nucleus of eleven non-official Field Assistants has been formed under this Ministry, to start with for a period of six

months. The areas of field work of these non-officials will be as follows :—

I. Madras and Kerala.

II. Assam, Tripura and Manipur.

III. Bihar.

IV. Orissa and West Bengal .

V. Mysore.

VI. Punjab, Himachal Pradesh and Jammu & Kashmir.

VII. Saurashtra-Gujerat area of Bombay and Rajasthan.

VIII. Bombay (Maharashtra area).

XI. Andhra Pradesh.

X. Uttar Pradesh and Delhi.

XI. Madhya Pradesh.

These areas may be redistributed according to convenience and experience gained.

4. A schedule of tour programme of the non-official field Assistants will be worked out by the Ministry and circulated to the State Governments concerned and the Training Institutes.

LETTER No. F.9/24/60-TI, DATED THE 24TH MARCH, 1960. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS OF THE STATES OF ANDHRA PRADESH, BOMBAY, BIHAR, MADHYA PRADESH, UTTAR PRADESH, PUNJAB, RAJASTHAN & MYSORE.

SUBJECT :—*Advisory Board for the orientation & study centres—creation of—*

As you are aware, this Ministry have set up a number of Orientation & Study Centres (hitherto known as Orientation Training Centres) for Orientation of block level functionaries such as the Block Development Officers, Social Education Organisers and Extension Officers working in the Community Development Blocks. One of these Centres is located at in your State. It was decided sometime ago to throw open these centres to non-officials like M.L.As, Presidents of Panchayat/Block Samitis, Co-operative Unions and the latter have already participated in a number of study and orientation courses run there. With the advent of the Panchayati Raj in some States and in view of the fact that it will soon encompass the

remaining States, it has become imperative to associate non-officials in an ever increasing number with the activities of the Orientation & Study Centres. This, it will be appreciated, is in the interest of both officials and non-officials as the object is to create a proper understanding of the Community Development Programme among the participants.

2. After reorganization of the Training Programme in 1958 as many as seven Orientation and Job courses and two study courses have been conducted at the Orientation & Study Centres. But whilst the utilization of seats allotted to the various States at these Centres has been more or less satisfactory in the case of officials, it has been disappointing in the case of non-officials. The Ministry view this situation with concern and have, for sometime past, been thinking of ways and means to remedy the same.

3. Moreover in consonance with the spirit of democratic decentralization and in order to ensure the fullest growth of Orientation and Study Centres as live and dynamic institutions, it is necessary progressively to entrust responsibilities to them which had hitherto been discharged by the Ministry. Also, it is imperative that the Orientation & Study Centres must cultivate more intimate contacts with the Development Commissioners of the participating States and that in turn close association of Development Commissioners of those States with the working of the Orientation & Study Centre should be promoted. This is a step towards building up of what may be termed "autonomy" of these institutions as also bringing the Development Commissioners fully in the picture in order to ensure requisite standards of training etc. being maintained by these institutions. To achieve these objectives it is obviously necessary to provide a forum for Development Commissioners of participating States, representative non-officials interested in Training, Principals and the staff of the Orientation and Study Centres to meet, discuss and solve the problems as they arise. It is felt that this need would be adequately met if an Advisory Board is constituted for each Orientation and Study Centre comprising of the following :—

(1) Development Commissioner of State in which the Centre is located (Chairman).

(2) One or two non-official members, preferably from among those who have gone through the orientation course at the Mussoorie Institute or those who are members of the Training and Education Sub-Committee of the I.C.C. of the State.

(3) Nominees of the State Level Training Advisory or Co-ordination Committee of the participating States.

(4) Principal of the Orientation & Study Centre (Member-Secretary).

The above Board will meet at least once a quarter and will discharge the following functions :—

(a) Plan the annual training programme for the Centre.

(b) Work out allotment of seats to the participating States in different courses.

(c) Take such steps as are necessary to ensure full utilization of seats allotted to different States.

(d) Plan study tours, village practicals, research and study projects etc. within the broad frame work already laid down and provide through the block staff such facilities as are necessary to work out these programmes smoothly.

(e) Review the progress of training courses from time to time and suggest measures for improving the quality of training.

(f) Suggest ways in which the various Training Centres and institutions situated in the same campus can develop a corporate, co-operative and mutually helpful life and to review the working of any formal local co-ordination committee or informal arrangement set up for promoting co-ordination and liaison among the Centres in both curricular and extra-curricular activities.

(g) Any other relevant matter.

I am to request that steps may kindly be taken to nominate persons as suggested in sub para 3 above for the Advisory Board for the Orientation and Study Centre located in your States. On receipt of this information this Ministry would issue necessary notification constituting the Advisory Board.

An early reply is requested.

LETTER NO. F.7/31/59-TI DATED THE 23RD APRIAL, 1960. FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT) NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS.

SUBJECT :—*Proposal to Coopt Principal of the Orientation & Study Centre (formerly Orientation Training Centre) Director of Social Education Organisers' Training Centre & Non-officials as members of the State Level Co-ordination Committee on Training.*

I am directed to refer to the D.O. letter No. 12/(101)/57-TG2, dated the 13th March, 1953 from Shri A. Prakash, IAS, Deputy Secretary to all Development Commissioners regarding setting up of the State level Co-ordination Committee on Training and to say that the Conference of the Principals of the Orientation & Study Centres and officers of

this Ministry held in the month of December, 1959 recommended, *inter alia,* that the Principal of the Orientation & Study Centre should also be a member of the Co-ordination Committee on Training of the State in which the Centre is located, as a representative of this Ministry. This recommendation has been made in the interest of the Training programme and is endorsed by this Ministry. The State Government will appreciate that the Principal of the said Training Centre will not be able to guide the participants properly unless he is in the full know of policies that are being laid down time to time at the State level. Secondly success of the Training programme to a great extent depends upon the co-operation the Principal is able to receive from the officials of the Development Department and the various Technical Departments.

The above also holds good equally well in the case of Social Education Organisers' Training Centres, which are responsible for the training of Social Education Organisers and Mukhya Sevikas (Women Social Education Organisers). It is therefore requested that the Director of Social Education Organisers' Training Centre located in your State may also kindly be included in the Co-ordination Committee on Training. In case there are two such Centres in your State, Directors of both the Centres may be permitted to work on the Committee.

2. It is felt that if the Principal is made a member of the Training Co-ordination Committee, it will be possible for him to enlist the co-operation of the respective Technical and other departments in his work. This Ministry is also of the view that the State Co-ordination Committee on Training should have on it Non-official members preferably from among those who have participated in the orientation course offered by the Central Institute of Study & Research on Community Development, Mussoorie and/or those who are members of the Informal Consultative Committee of the State.

3. Further it has been recommended in the Staff Conference of Development Commissioners held in January, 1960 at New Delhi that the Principal should regularly participate in the meetings of Block Development Committee/Panchayat Samiti of the block in which the Training Centre is located in order to keep himself in constant touch with field conditions and development schemes and generally in regard to the activities in the block. This Conference also recommended that meetings at regular intervals should be held between the Block staff and the members of the teaching staff of the training centre. All these recommendations, it will be realised aim primarily at improving the quality of training imparted to the various block level functionaries. It is, therefore, requested that the State Government may kindly take suitable steps to implement these recommendations at an early date.

4. This Ministry may kindly be apprised of the action taken in due course.

30—1 C. D. & C./61

LETTER No. F. 9(8)/60-TI, DATED THE 21ST JUNE 1960, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEV.) NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS/CHIEF COMMISSIONERS OF ALL STATES/ ADMINISTRATIONS.

SUBJECT :—*To institute short local courses of In-service training—Recommendation of Mr. T. R. Batten.*

In continuation of this Ministry letter of even number dated 29-4-1960 on the above-cited subject, I am directed to say that Mr. T. R. Batten, Senior Lecturer in Community Development, Institute of Education, University of London, recommended *inter alia* after studing the training programme of Community Development Personnel in India "that whenever possible two or three members of staff of the appropriate kind of training centre (Orientation and Study Centre, Social Education Organisers' Training Centre, Extension Training Centre) should attend each *short course* as participants, not as trainers-in-charge".

2. This will ensure two things: first, that short courses are organised independently of the training centres and really centred on the actual problems, difficulties and experience of the field workers concerned; and second that trainers and instructors should be present as *participants,* since they should be able to make useful contributions to the discussions, as also for their own benefit and in furtherance of their own training.

3. Attendance at such courses could help a great deal in revitalising the training given at the training centres, by "refreshing" the trainers and acquainting them with the actual difficulty their trainees will have to face after training. The trainers of the Village Level Workers need this essentially since they work all the time with inexperienced trainees and at present have no opportunities of taking part in in-service training. The proposed short courses would provide them with much needed opportunities of acquainting themselves with current field problems through systematic discussions with experienced workers.

4. It is therefore requested that as and when short-in-service courses are organised and conducted by suitably trained officers-in-charge of training of the State Development Departments for the Block Development Officers and other block level Extension Officers and Village Level Workers, the members of the staff of Orientation and Study Centres, Social Education Organisers' Training Centres etc. may also kindly be invited by you for participation. If any such courses have been held in 1959-60 in respect of any Community Development personnel, details of the same may kindly be furnished, as well as the programme for such courses in 1960-61.

Kindly acknowledge receipt of this letter.

Letter No. 9/43/60-T, dated the 22nd June, 1960, from the Government of India, Ministry of Community Development & Co-operation (Department of Community Development), New Delhi, to the Chief Secretaries, Chief Commissioners of All States/Administrations.

Subject :—*Orientation Training of Sub-Inspectors of Schools at the Orientation & Study Centres run by the Ministry of Community Development & Co-operation.*

According to the existing practice all Extension Officers (excluding Women Social Education Organisers) are deputed for Orientation Training at the Orientation & Study Centres. It is necessary that the sub-Inspectors of Schools should also be included in the category of Extension Officers for the purpose of deputation to the Orientation & Study Centres so that they are acquainted with the Community Development philosophy and techniques. It is therefore requested that the State Governments may depute Sub-Inspectors of Schools also for Orientation Training in Orientation & Study Centres for the courses commencing from October, 1960 onwards.

2. This has the concurrence of the Ministry of Education also.

Letter No. 7/14/60-TI, dated the 30th June, 1960, from the Government of India, Ministry of Community Development & Co-operation (Department of Community Development), New Delhi, to the Development Commissioners/Chief Commissioners of All States/Administrations.

Subject :—*Recommendations and conclusions of Annual Conference on Community Development—June, 1960—Training of Officials.*

I am directed to reproduce below the following extract from the recommendations and conclusions of the Annual Conference on Community Development held at Srinagar from 6th to 11th June, 1960.

"4.7. The State Departments should be requested to send their important policy circulars to the Training Centres and also to invite the respective Instructors to important meetings and Conferences. The Principal may be invited to the meetings of the State Governments' Co-ordination Committee comprising Heads of Development Departments."

A list of Orientation & Study Centres run by this Ministry and the States/Territories attached to each is enclosed*. The State Governments /Administrations are requested kindly to arrange to send their important policy circulars issued by the various departments to these training centres. They are also requested kindly to invite the Instructors, of the Centres to which they are attached, to important meetings and conferences organised by the State Governments/Administrations. As regards inviting the Principals of the Orientation & Study Centres to the meetings of the Co-ordination Committee, your attention is invited to this Ministry letter No. F.7/31/59-TI, dated the 23rd April, 1960.

LETTER NO. 7/7/60-T.III, DATED THE 30TH JUNE, 1960 FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS.

SUBJECT :—*Training of Panchayat Secretaries.*

I am directed to refer to this Ministry's Circular letter No. 31/1/59-TG, dated the 18th July, 1959, stating the need for training of Panchayat Secretaries with a view to making devolution of power and Panchayati Raj a reality and success.

2. After taking into consideration the various schemes forwarded by the State Governments in response to the letter cited above, the Government of India have finalised a pattern for the setting up of Training Centres to train Panchayat Secretaries. A statement giving the details of staff and other recurring and non-recurring charges per centre is attached.

3. The President has been pleased to sanction the following arrangements for financing the scheme for the training of Panchayat Secretaries :—

(a) Non-recurring expenditure not exceeding Rs. 5,000/- per Centre :—

Central Share	State Share
75%	25%

(b) Recurring expenditure not exceeding Rs. 275 per Trainee:—

Year	Central share	State share	Panchayat share
1st & 2nd year	50%	50%	Nil
3rd year	33⅓%	33⅓%	33⅓%
4th year	25%	25%	50%
5th & subsequent years	Nil	25%	75%

*Not printed.

The above financial arrangement will come into force with effect from 1-7-60. In respect of the expenditure, if any incurred, during the period from 1-4-60 to 30-6-60 the Central assistance will be cent per cent. The State Governments may please furnish detailed accounts of such expenditure with particulars of the number of trainees for sanction of reimbursement.

4. The staff engaged in the Training Centres will be entitled to the scales of pay as may be decided by the State Government on the anology of staff of similar status in State service. The total financial implication in respect of recurring charges should not exceed Rs. 275/- per trainee per course. In any case the share of the Central Government will be limited both in respect or recurring and of non-recurring expenditure to the ceilings indicated in the previous paragraph.

5. Accommodation, both for office and hostel, may, as far as possible, be provided by the State Government but where it is not possible, it may be secured on rent. If State Governments are desirous of either constructing new buildings for the purpose or extending the available building capacity they may do so from their own resources. No additional funds for the purpose will be provided by the Central Government.

6. One Training Centre should train at least 200 Panchayat Secretaries in 4 courses of 50 trainees each during a year. Each course will be of 3 months' duration as approved by the Central Council of Local Self Government in its meeting held at Hyderabad in October, 1959. In view of the large number of persons involved, the training programme will have to be suitably phased.

7. The State Governments are requested to formulate their scheme on the pattern mentioned above and submit it for final approval of the Government of India. While forwarding their scheme a clear indication of the year-wise phased programme showing the number of Training Centres proposed to be set up and the number of Panchayat Secretaries to be trained spread over a period of 5 years from the year 1960-61 may please be mentioned together with the total final implications indicating the share of the Central and the State Governments separately. The proposals of the State Government may kindly be sent to this Ministry before the *end of August,* 1960.

8. The receipt of this letter may kindly be acknowledged.

ENCLOSURE

Statement showing the staffing and financial pattern for a Training Centre for Panchayat Secretaries.

I. *Non-recurring expenditure :*

Equipments and furniture for staff and hostel etc. Rs. 5,000

Out of this 75% will be provided by the Ministry of Community Development & Co-operation and 25% will be contributed by the State Government.

N. B.—In order to qualify for this non-recurring assistance, each Centre should train at least 50 persons in a course and hold four courses during a year.

II. *Recurring expenditure* :

(a) *Staff*:

Principal	1
Instructors	3
Clerks	2
Peon	2

(b) *Items of recurring expenditure*:

(i) Pay and allowances of staff.

(ii) Honorarium and T.A. for Guest lecturers.

(iii) Travelling expenses for 200 trainees (Panchayat Secretaries).

(iv) Messing charges of trainees for 3 months.

(v) Contingent expenditure in the Centre including books and stationery etc.

(vi) Rent of Building.

N.B.—The total recurring expenditure should not exceed the average per capita cost of Rs. 275/- per trainee per course.

PANCHAYATS

LETTER No. 15(2)/59-PANCH, DATED THE 17TH MARCH, 1959, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DIRECTORS OF PANCHAYATS, ALL STATE GOVERNMENTS AND THE UNION TERRITORIES OF DELHI AND HIMACHAL PRADESH.

SUBJECT :—*Supply of Panchayat literature to the Training Institutions.*

A request has been received from the Central Institute of Study and Research in Community Development, Mussoorie, for being supplied with a set of Panchayat literature relating to all State Governments. In view of the emphasis now being laid on the development and strengthening of Panchayats under the Community Development Programme, it is felt that copies of the literature should be available in the libraries of all the training centres run by this Ministry for the benefit of the trainees. A copy of the list of such institution* is enclosed with the request that an up-to-date copy of the Panchayat Act together with the rules or administrative instructions issued thereunder, in respect of your State may kindly be supplied to the institutes, under intimation to this Ministry. Copies of amending Bills drafted or introduced in the State Legislature, if any, may also be supplied. The names of these institutions may also be placed on your mailing list for future supply of such literature.

LETTER No. 6(74)/58-PANCH, DATED THE 23RD APRIL, 1959, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO ALL MEMBERS OF THE WORKING GROUP (PANCHYATS).

I enclose the draft report† of the Working Group which met at New Delhi from 9th to 11th March, 1959, as it was then decided to circulate it to members before finalisation. The report naturally reflects the consensus of opinion of the Group though in most matters there was unanimity. However, if there is any error or omission of a material nature, I shall be grateful for your pointing out the same, so that the report can be as true a reflection of the large consensus of opinion of the Group as possible.

2. I am to request you to send your comments as early as possible, so as to reach here latest by the *5th May*, 1959. It will be assumed that you approve of the report if no comment is received by that date.

3. I have to draw your attention to one more point. Item 2 of the Agenda concerning item 4.1 of the L.S.G. recommendations could not be discussed during the Working Group meeting. I am enclosing a proposed set of terms for use at All-India Conferences and when they

*Not printed.

†Report not printed.

become current, the States may consider adopting them progressively. The terms actually in use in different States were given in the form of a statement with the Agenda Notes already circulated and the enclosed list is a sort of common denominator. Our desire is to have minimum of changes in the existing terminology in the different States, and the list has been drawn accordingly. Regarding the Chairman and the Vice-Chairman of the Nyaya Panchayat, two alternatives are possible. One is to call them 'Pradhan' and 'Up-Pradhan' to distinguish them from the Sarpanch and the Up-Sarpanch. The other view is that as the word 'Panchayat' and 'Nyaya Panchayat' are in a way related, in so far ase the prefixing of the word 'Nyaya' gives the idea of judicial role of Institution. It may also be possible to use the terms Sarpanch and Up-Sarpanch by prefixing the word 'Nyaya' to them. Thus the alternatives are 'Pradhan' and 'Up-Pradhan' or Nyaya-Sarpanch and Nyaya Up-Sarpanch. In the list, we have incorporated Pradhan and Up-Pradhan as they are simpler and smaller. You may kindly indicate which alternative you would prefer.

ENCLOSURE

Proposed set of terms for use at All-India Conferences, etc.

Term	*Meaning*
(1) Gram Sabha.	All voters within the jurisdiction of the Panchayat area.
(2) Panchayat.	Executive body of the Panchayat area.
(3) Sarpanch.	President of the Executive body.
(4) Up-Sarpanch.	Vice-President of the Executive Body.
(5) Secretary of the Panchayat.	Clerk of the Panchayat.
(6) Nyaya Panchayat.	Court for administration, civil and criminal justice.
(7) Pradhan.	President of the Nyaya Panchayat.
(8) Up-Pradhan.	Vice-President of the Nyaya Panchayat.
(9) Panchayat Fund.	Fund under the Village Panchayat.
(10) Panchayat Samithi.	Local Body at Block/Passive level.
(11) Zila Parishad.	Local Body at District level.

LETTER No. 4(2)/59-PANCH, DATED THE 13TH JUNE, 1959, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS (EXCEPT RAJASTHAN) AND UNION TERRITORIES OF DELHI, HIMACHAL PRADESH, MANIPUR & TRIPURA.

SUBJECT :—*Democratic Decentralization.*

Although the recommendation of the Balwantrai Mehta Study Team on Democratic Decentralisation has been accepted by all State Governments, the progress in the matter varies from State to State. The Government of Rajasthan have forged ahead in this regard inasmuch as they have not only decided to establish Panchayat Samitis and Zila Parishads throughout the State from November next, but also planned and started a programme for training of non-official members of the Block Development Committees, which are precursor of Panchayat Samitis, not only in respect of the existing blocks but also of all shadow blocks in the State. To this end, they have already organised two training camps at which the persons selected to act as trainers have been given necessary orientation in order to enable them to discharge their duties efficiently. A set of the literature* prepared by the State Government on the subject of Democratic Decentralization is enclosed for your information with a hope that it may be useful in implementing similar schemes in your State.

PRIORITY

LETTER No. 5(31)/59-PANCH, DATED THE 19TH NOVEMBER 1959, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE SECRETARIES, PANCHAYAT/L.S.G. DEPARTMENTS, ALL STATE GOVERNMENTS/UNION TERRITORIES.

SUBJECT :—*Fifth Meeting of the Central Council of Local Self Government held in October, 1959—Main Recommendations and Conclusions regarding Panchayat items—Suggested action programme and follow-up plan.*

In continuation of this Ministry's letter No. 5(11)/59-Panch, dated the 30th October, 1959 on the subject mentioned above, I am directed to forward herewith 3 copies of the "Action Programme and Follow-up Plan" of the Main Recommendations and Conclusions of the Fifth Meeting of the Central Council of Local Self Government held at Hyderabad. This "Action Programme and Follow-up Plan" has been

*Not printed.

prepared by this Ministry by selecting important items requiring attention. It is hoped that the suggested line of follow-up action indicated therein will be of assistance to the State Governments in taking the necessary steps for the systematic implementation of the important conclusions reached at the Conference.

2. It is requested that action taken or proposed to be taken in this regard may kindly be communicated to this Ministry as soon as possible.

ENCLOSURE

SUBJECT :—*Fifth Meeting of the Central Council of Local Self Government, held at Hyderabad from the 22nd to the 24th October, 1959—Action programme and follow-up plan of the Main Recommendations and Conclusions.*

Main Recommendation	Brief particulars	Suggested line of follow-up
2. *Resources of Panchayats*	Each development deptt. should help Panchayats to devise schemes which will help in building up community assets capable of giving recurring income and thereby increase local resources of the Panchayat.	An early meeting of the State Heads of Development Departments concerned may be convened to discuss and draw up suitable schemes for building up community assets on a phased basis.
3. *Gram Sabha*	Gram Sabha should be recognised as a legal entity comprising the whole electorate of Panchayat. Legislation should provide for at least two meetings of the Gram Sabha in a year—one for budget discussion and the other for a six monthly review of progress.	Wherever it is not so provided in the State enactment, early steps may be taken to effect suitable amendments. The feasibility of achieving this objective through issue of administrative or executive instruction may also be considered.
4. *Panchayat Budget*	Panchayats should have the power to approve their own budget. Suggestions for improvement, if any, offered by the Gram Sabha, should be duly considered by the Panchayat.	Early steps may be considered to suitably amend the State Panchayat enactments where necessary.

Main Recommendation	Brief particulars	Suggested line of follow-up
5. *Report of the Working Group on Panchayats*		
5.2	Guidance rules should be framed by the individual State Government in the Light of their requirements.	Early steps may be taken to frame these rules in order to guide Panchayat. Its will also be necessary to amend these rules suitably from time to time in the light of experience gained of the working of Panchayats.
5.6	Capital resources vested in Panchayats by State Govts. should be utilised by Panchayats to create better assets which may give recurring income and thus increase local resources. Panchayats Departments should fully guide Panchayats in this matter.	State Directors of Panchayats may at the zonal meetings explain to officers how to guide and advise the Panchayats in this regard.
5.7	It is highly essential that suitable arrangements should be made for audit of Panchayat accounts. States should bear the cost of audit and not the Panchayats.	State Govts. may take early steps to adequately strengthen their local fund audit department and devise a suitable system for effective audit of the Panchayats account. In view of the increasing quantum of funds to be handled by Panchayats coupled with the comparatively lower educational level of the Panchayat members, the audit will have to be of a helpful and constructive nature at least in the initial stages and not of the traditional formal type which may scare away the Panchayats from exercising their powers and responsibilities. The audit staff will therefore have to be suitably instructed in the matter. As early detection of mistakes will avoid their recurrence, audit had better be conducted at shorter intervals i. e. 'quarterly or half-yearly' and it should be ensured that the work in respect of each financial year is completed within six month of its close.

Main Recommendation	Brief particulars	Suggested line of follow-up
9. *Training of officials*		
9.2	For the job training of Block Level Panchayat Officers to be organised in the States, financial assistance will be necessary. Ministry may consider this and convey their decision to the States.	This is being attended to by the Ministry.
9.3	Panchayat Secretaries, training should be provided to full-time paid Panchayat Secretaries first. Central financial assistance should be given to all States on a uniform basis. There should be no objection to Central assistance on a "per capita" basis uniformly to all States. Such assistance should be given in respact of trainees whose training might have started at any time during the current financial year i. e. 1-4-59 onwards.	This is being attended to by the Ministry.
10.	Panchayat Deptts. should take the initiative and attend to the earliest comprehensive and systematic organisation of the training, particularly of the Sarpanch, Panch and the people.	Early action may be started and the Ministry kept informed.
12. *Panchayat representation on the B. D. Cs.*	It is the duty also of Panchayat Departments to ensure that there is the fullest representation of Panchayats on the B. D. Cs. and also that such representation is through the electoral process and not through nomination.	Democratic decentralisation should be expedited in States where it has not yet been effected. In the meantime, the rules for the constitution of B. D. Cs. may be amended, if necessary, so that an electoral college of Panchayat members in a V. L. W.'s circle may send the prescribed number of their representatives to the B. D. C.

Main Recommendation	Brief particulars	Suggested line of follow-up
13. *Local Works through Panchayats.*	Panchayat Departments should follow this up by not only seeing that orders from the State Headquarters are issued, but by ensuring that they are in fact being implemented at the ground level.	State Directors of Panchayats should issue early instructions in the matter to all Panchayat Officers at the District and lower levels and should observe their implementation at the ground level when on tour.
16. *Sample Survey of Panchayats*	Formation of a Commitee to examine the matter and submit a report.	This is being attended to by the Ministry.
17. *Third Five Year Plan.*		
17.1	State Government should carefully provide for financial requirements for the various important activities that will be necessary under the new role of Panchayats.	State Governments may consider drawing up a list of necessary items and make provision therefor in their III Plan as well as in their annual budgets.
17.2	In the Central Govt. Plan also there should be adequate provision to assist States in carrying out activities which could go to strengthen the Panchayats. Ministry of Community Development & Cooperation should take necessary steps for getting such Central provision made.	This will be attended to by the Ministry.
18. *Integration of Panchayats and C.D. Organisation in States.*	Some States have already progressed well in achieving such integration. It was felt that other States should soon take steps to achieve the same.	Early steps may be taken to effect this integration in States where it has not yet been done.

LETTER NO. 18/1/56-T-III, DATED THE FEBRUARY, 1960, FROM THE GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI,

As you are aware, Panchayati Raj has been initiated in the States of Rajasthan, Andhra Pradesh, Mysore and Assam. The other States are also progressing in this direction and before long the process of decentralisation would cover the entire country. With this transfer of power, Panchayats become the primary units of self Government and assume great importance in the Socio-economic development of the countryside. But the success in this field will ultimately depend on the understanding of the programme and skills of planning imbibed by the members of the Panchayati Raj and other local organisations. We estimate that about 16 lakhs of Panches, 5 lakhs of youth leaders, 5 lakhs of women workers, 2 lakhs of members of the Panchayat Samitis/Block Development Committees and 1½ lakh of Panchayat Secretaries would require such orientation.

A comprehensive programme for providing opportunity of study and orientation to the abovementioned categories of non-officials has been worked out and is being implemented by the States. Both official and non-official agencies are being utilised by the State Governments in this field, with financial assistance from the Central Government. With a view to ensure proper co-ordination and uniformity of standards, it is proposed to form a nucleus of honorary non-officials, who will assist the organisations in the field in the formulation and conduct of this programme. They will maintain a close liaison with the State Governments and this Ministry as well as the non-official institutions engaged in this work. In order to help the non-official institutions in solving their day-to-day problems, the selected personnel will also visit the training camps and stay with the trainees for such periods as may be necessary.

For sometime past we have also been considering the question of providing short term practical training in the field of community development to selected graduates from the Rural Institutes whose services could later on be effectively utilised by the State Governments in the field of rural development. It appears to us that it will be a good idea if the proposed nucleus of honorary workers be recruited from among the Rural Institute Graduates. Their employment on this assignment for a year or so will, on the one hand, bring freshness, drive and idealism to the programme and on the other provide a period of sound practical training to these young men, which will equip them the better for serving the rural people.

We have accordingly decided that these honorary workers may be recruited from amongst the fresh graduates from the Rural Institutes. We, therefore, seek your assistance in selecting suitable rural graduates

for these jobs at the rate of one per Rural Institute for the present. I shall be grateful if you would kindly recommend to us a panel of two suitable persons who have graduated from your Institute and have aptitude for this type of work. Persons selected will be given an orientation training of 15 days in a camp before they are put in the field. They will be classified as Class II officers for the purposes of T.A. and D.A. and will be paid honorarium @ Rs. 150/- per month.

I shall be grateful for an early reply.

31—1 C. D. & C./61

AGRICULTURE/MINOR IRRIGATION

D.O. No. 1(66)/59-Prg. I, dated the 24th September, 1959, from Shri S. Chakravarti, Addl. Secretary, Ministry of Community Development & Co-operation, New Delhi, to All Development Commissioners (by name).

Recently the Minister for Food and Agriculture has addressed a letter to State Ministers of Agriculture about the necessity to increase food production and to make an organised effort for the success of the next Rabi Production drive. In this context he has emphasized the need for co-operation between the State Departments of Agriculture, who have the technical knowledge, and the Development Commissioner with his field extension machinery. In view of the top priority given to agricultural production we have been suggesting from time to time that 80% of the time of V.L. Ws. should be devoted to matters relating to Agriculture. This was repeated at the National Conference on Community Development held at Mysore and has been referred to in the Minister's letter. We shall be grateful if you will immediately take all possible practical steps to ensure that this decision is translated into action and all the Block staff so mobilised as to give priority attention to the food production effort in a purposeful manner during the entire campaign period.

Letter No. 28(40)/59-PC(Bd), dated the 19th November, 1959, from Government of India, Ministry of Community Development & Co-operation (Department of Community Development), New Delhi, to the Development Commissioners, All States/Union Territories.

Subject :—*C. D. Programme—Location of Blocks in the areas Commanded by Major and Medium Irrigation Projects.*

Will you please refer to Planning Commission's letter No. PC(P) 3/52, dated the January 12, 1952, addressed to all States, a relevant extract from which is reproduced below :—

"Since additional agricultural production is the most urgent objective, community projects should first be established in those areas in which, on account of irrigation facilities or assured rainfall, additional effort is likely to produce the most substantial results. It is hoped that a number of the projects would be established in those areas which are likely to receive new irrigation. This would assist not only in promoting better utilisation of water and greater production but also in developing the community in an integrated manner along new lines."

Further, this Ministry has always been stressing the necessity of placing the greatest emphasis on utilisation of irrigation potential created so far. Recently, this question was again considered and it was felt

that it is essential to cover the entire area, proposed to be commanded by major and medium irrigation projects, with blocks so that these areas may receive the benefits of agricultural extension, preferably one year prior to the irrigation becoming available. The State Governments are requested to consider this point while selecting sites for pre-extension blocks. In the meantime the following information may please be made available to this Ministry at an early date :—

Name of the Irrigation Project	Total number of blocks served by the project	Names of the blocks	
		Already opened	To be opened

Letter No. 7(3)/59-Prg. I, dated the 12th February, 1960, from Government of India, Ministry of Community Development & Co-operation (Department of Community Development), New Delhi, to the Development Commissioners, All State Governments/Union Territories.

Subject :—*Agriculture—Improved Agricultural Implements—Demonstration of.*

I am directed to state that the Co-ordination Committee between this Ministry and the Ministry of Food and Agriculture has recommended that in order to familiarise the farmers with improved agricultural implements and to explain the advantages of using them it would be useful to keep simple improved agricultural implements recommended by the Department of Agriculture at the Block Information Centres so that when the farmers visit the Block Headquarters they can get acquainted with them. These implements should be in addition to those which are with the Village Level Workers for demonstration purposes.

Action taken in this matter may please be intimated to this Ministry at an early date.

Letter No. 1(76)/59-Prg. I, dated the 19th Feb. 1960, from the Government of India, Ministry of Community Development & Co-operation (Department of Community Development), New Delhi, to the Development Commissioners, All State Governments/Union Territories.

Subject :—*Agriculture—V. L. Ws. Job Chart—Revision of.*

In the National Conference on Community Development held at Mysore it was decided that V.L.Ws. should devote 80 per cent of their time to work connected with agricultural production and that the V.L. Ws. Job Chart should be suitably revised accordingly. The Staff Conference of Development Commissioners held at New Delhi on 21st-23rd

January 1960 has since endorsed this decision and also agreed upon certain illustrative lists of priorities to regulate the work of the V.L. Ws. to achieve the goal of increased agricultural production.

A copy each of the following illustrative lists are appended for guidance in revising the Job Chart of the V.L. Ws. :—

(1) Illustrative list of Priorities (Enclosure I).

(2) Illustrative list of Priorities relevant mainly to non-agricultural seasons (Enclosure II).

(3) Illustrative list of items not to be entrusted to V.L. Ws. (Enclosure III).

It is requested that necessary action to revise the V.L. Ws. Job Chart in consultation with the State Department of Agriculture may please be taken immediately and a copy of the revised Job Chart may kindly be sent to this Ministry at an early date.

Enclosure I

Illustrative List of Priorities

(i) Popularisation of local manurial resources such as green manures, compost, dung manure, night soil, urine, bone-meal, oil cakes, green leaf etc. ;

(ii) Popularisation of improved seeds and plants ;

(iii) Popularisation of better techniques of cultivation including optimum use of water ;

(iv) Popularisation of chemical fertilizers ;

(v) Popularisation of plant protection measures against diseases and pests ;

(vi) Popularisations of improved implements ;

(vii) Popularisation of upgrading of lands by raising or lowering levels of the fields and by application of tank and river silt ;

(viii) Promotion of irrigation facilities through tube-wells, pumping sets etc. ;

(ix) Promotion of drainage and flood protection schemes ;

(x) Promotion of anti-erosion and soil conservation measures ;

(xi) Promotion of reclamation of virgin and waste lands ;

(xii) Promotion of planning of fuel and timber trees ;

(xiii) Promotion of cultivation of fruit and vegetables ;
(xiv) Promotion of cultivation of cash crops ;
(xv) Promotion of fodder cultivation and preservation ;
(xvi) Adoption of improved methods for storage of grains and other produce ;
(xvii) Promotion of animal husbandry programmes ;
(xviii) Promotion and strengthening of service co-operatives ;
(xix) Assistance to Panchayats and Co-operatives in the field of agricultural production ; and
(xx) Mixed Farming.

Enclosure II

Illustrative List of Priorities relevant mainly to non-agricultural seasons.

(i) Provision of drinking water and propagation of environmental sanitation.
(ii) Improvement of village communications.
(iii) Promotion of education including social education and Women's and Children's Programme.
(iv) To assist in promoting village industries and crafts.

Enclosure III

Illustrative List of items not to be entrusted to V.L.Ws.

* (i) National saving work.
*(ii) Rural life insurance work.
(iii) Handling of cash.
(iv) Deputation in connection with election duties.

D.O. No. 1(37)/60-Agr., dated the 28th April, 1960, from Shri P. V. R. Rao, Additional Secretary, Ministry of Community Development & Co-operation, New Delhi, to All Development Commissioners.

The Union Minister for Food & Agriculture has recently written to the State Ministers for Agriculture about the vital need for increasing agricultural production and for making an all-out and co-ordinated effort for a successful production drive during the ensuing Kharif season. The warmth of response and the enthusiasm which the preceding

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**N.B.*—There is no objection to the V.L.W. doing educational promotion work regarding these two items.

drives evoked from the farmers make us confident of the success of this drive as well. As the objective of every succeeding drive is to surpass the achievements of the preceding ones, there should be a greater intensification of efforts and concentration of energies. The appeal has to be carried right to every farmer on whose response the success ultimately rests and he should be made to feel a sense of urgency and of doing a patriotic duty while incidentally helping himself. All the resources, agencies and organisations working in the field have to be mobilised and the official machinery at all levels has to be geared up for a concerted and determined effort. As before, the block agency must work in full co-ordination with the State Departments of Agriculture. For demonstration of improved techniques the scientific staff of the Research Institutions, Agricultural colleges and Extension Training Centres has also to be enthused and their services fully drawn upon. A campaign of this magnitude will, I am sure, receive your closest attention and supervision during the entire period of its operation. I hope, with the willing co-operation of your staff under your guidance, State will improve materially on the achievement of the last year's drive.

Letter No. 1(77)/59-Agr., dated the 23rd June 1960, from the Government of India, Ministry of Community Development & Co-operation (Department of Community Development), New Delhi, to the Development Commissioners, All State Governments.

Subject :—*Agriculture—Drawing up Village Production Plans.*

Will you please refer to the suggestions of the Planning Commission on the above subject and the discussions with the Development Commissioners at Srinagar? Inspite of efforts so far made, not much progress has been possible in the preparation of the village and family agricultural production plans. This has been due perhaps in part to the inherent difficulties and in part to attempts to make such plans detailed and exhaustive. In the first instance, it is suggested that the village agricultural plan should contain the minimum data necessary to secure its main objective, namely, working out the practical steps to be taken to achieve increased production and to seek the active participation of the largest number of cultivators in its formulation and implementation. It should not be necessary in the initial stages to go into elaborate details. As a result of discussions on the efforts so far made to prepare such plans and after watching the actual preparation of some plans together with discussions with Village Level Workers and Pradhans/Sarpanches of villages, it is considered that if preparation of village production plans as indicated below were taken up, greater success could be achieved and that too rapidly.

2. The main elements in the agricultural production plan at the village level are :

(i) full utilisation of irrigation facilities, including maintenance of field channels in good condition by the beneficiaries, repairs and maintenance of Community irrigation works and economy in the use of water;

(ii) increase in the area under multiple cropping;

(iii) multiplication in the village of improved seed and its distribution to all cultivators;

(iv) supply of fertilisers;

(v) programme for composting and green manures;

(vi) adoption of improved agricultural practices, *e.g.* soil conservation, contour-bunding, dry farming, drainage, land reclamation, plant protection etc. ;

(vii) programme for new minor irrigation works to be undertaken in the village, both through community participation and on an individual basis;

(viii) programme for the introduction of improved agricultural implements;

(ix) programme for increasing production of vegetables and fruits;

(x) programme for development of poultry, fish and Dairy product;

(xi) Animal Husbandry, *e.g.*, supply and maintenance of stud bills, establishment of Artificial Insemination Centres and castration of scrub bulls etc., and

(xii) programme for the development of the village fuel plantations and pastures.

Note.—Supplies and services required for the Production Plan may have to be arranged on credit to those persons who are not in a position to pay cash.

3. *Procedure of Preparation of Village Plans.*

The village plan will be a *broad plan* covering the village as a whole. The plan will depend on

(i) local effort of the individual or the community; and

(ii) supplies and services obtained from outside.

There has been a tendency in some places to place too much reliance on (ii) above and not to exploit (i) to the maximum extent. The supplies and services that can be obtained or provided from outside are limited. In preparing the plan, this limitation must be kept in mind and efforts made to develop local resources to the maximum extent. The Block team has the responsibility in this respect of indicating to the villages the manner in which local resources can be developed to improve production.

4. Each year early in January a preliminary estimate of the resources which would be available to the block from outside such as fertilizers, seeds, credit, etc. should be given to each block by the Head of the Department concerned. (This may even be in terms of a round percentage over the last year's figure.) The Block authorities should, in the meanwhile, collect, where they have not already done so, basic data for every village, *i.e.* number of families, area, etc. On the basis of this information and a rough knowledge of supplies which would be available from outside, the Panchayat Samiti (or B.D.C.) should meet and discuss the broad outline of the village plans. At these meetings, the Sarpanches who will have knowledge of local conditions must necessarily be present; and they may bring with them local leaders like Gram Sahayaks, who may be of assistance in the preparation of the village plans. It is these persons who will be able to give an idea of the local resources that are, or can be made, available. As a result of the discussions at such a meeting, a fairly accurate outline of the plan of production for the block and preliminary outlines for individual village plans should be prepared. A Specimen form is attached. This work should normally be over by the end of March.

5. With this broad outline, the Panchayat will call a general meeting of the Gaon Sabha to which all the heads of families, particularly of the cultivating classes, office bearers and representatives of co-operatives and extension workers should be invited for the discussion of the outline of the village plan. In the meeting, while no attempt need be made to draw any individual family plan at this stage, the tasks that will have to be performed by different persons or groups in order to implement the village plan and a broad time schedule for carrying out these should be worked out. This meeting should also work out suitable methods for implementing the programme so decided by making individual members of the Panchayat etc. responsible for the performance of specific items of work or for specific areas in the village. This work should be completed by about the 15th May, *i.e.* generally a month in advance of the commencement of the Agricultural season. (Each State will have to fix the date).

6. In the preparation of the village production plan, the village panchayat and the village co-operative both have an important role. The panchayat is in the best position to visualise the village production plan as a whole and, in particular, to arrange, with the consent of individual villagers secured in the course of discussions in the Gaon Sabha, the execution of programmes which call for effort on the part of the entire village community, or a group of villagers or individuals. On the other hand, it will be the responsibility of the village co-operative to provide the specific assistance required by individual cultivators by way of credit and supplies. The scope of co-operative credit will become progressively larger since the policy is to channel Taccavi loans and other Government assistance, as far as possible, through co-operatives. Secondly, as the membership of the village co-operative becomes more broad-based and comes to include all cultivators in a village, its responsibilities and those of the panchayat for the village production plan will become more fully integrated. In the meanwhile, however. while institutional credit can only be given by the co-operative to its members, the programme must ensure that supplies are available to members and non-members alike.

7. Thus, close collaboration between teh panchayat and the co-operative is necessary in the drawing up of the village plan. But the village panchayat must accept primary responsibility for the drawing up of the village production plan in close association with the village co-operative. The scope of planning will increase as the efficiency of the panchayats and co-operatives develop in this field of activity.

8. Within the general production plan framed by the panchayat in collaboration with the village co-operative, the latter will prepare its plan for assisting individual cultivators. Thus, the preparation by the village co-operative of agricultural plans for individual families will mean, in essence, the more effective organisation of the working of the primary co-operative so that its assistance becomes available progressively to all the cultivators in the village who need it.

9. The Block Samiti will consolidate the village plans as finally formulated in accordance with para 5 above, include items for which the Block Samiti itself may be responsible and then prepare the final block plan. Having regard to the information already indicated to the Districts/Blocks earlier, the Block and village plans should not normally require any major revision when the State budget is finally passed. Any changes deemed necessary by later developments will have to be carried out by the authorities responsible for the preparation of the plan, *i.e.*, the Panchayat/the Block Samiti, as the case may be.

10. It is desirable to consolidate the block plans at the District level.

11. The block and village Plans so framed should form the basis for implementation. The Block and Panchayat authorities and the extension staff will have to keep watch and assist in the implementation. Even though responsibility will primarily be that of the Panchayat, the Extension Staff would have to play an important role particularly in ensuring that services and supplies are made available as agreed and on time.

12. In the following years, where the plan for the next year is being prepared, appropriate columns in the village plans which indicate the actual inputs and targets achieved, would also need to be filled in. This would enable examination of how the plan was actually implemented, whether there was adequate and timely supply of the credit funds, fertilizers, seeds, from outside or not and whether the cultivator himself put in his own contribution as he had undertaken. The result of such a review, at the time of the preparation of the succeeding years' annual plan, would help in highlighting the deficiences and would also enable corrective action to be taken for the following year.

13. It is requested that the State Government may kindly initiate action on this behalf and ensure in howsoever simple a manner in the first year that as many village production plans are prepared as possible, and in subsequent years the deficiencies are gradually overcome. The suggestions contained in this letter are intended to give the broad lines on which the problem can be approached. State Governments will naturally issue suitable instructions in the light of this letter to the block organizations. It is requested that action that the State Government may take on this behalf may please be indicated to this Ministry, and also to the Ministry of Food and Agriculture, and the Planning Commission for information.

14. It is appreciated that Village Agricultural Production Plans for a full year on these lines can only commence in the year 1961. The State Government may, however, consider the desirability of preparing in a few select blocks in the State a village agricultural production plan for the ensuing Rabi season, suitably adopting these instructions. The experience thus gained will facilitate the preparation of these Plans on a firmer basis from next year.

ENCLOSURE

VILLAGE PLAN FOR AGRICULTURE

Block................... Village.............. No. of agricultural households in Village...

Old fallows

I. (a) Geographical area (acres).............. (b) Cultivated area........... (c) Double cropped area.............
(d) Irrigated area.............. (e) Cultivable waste & grazing lands..............

II. Principal crops grown last year (with area) (1)................ (2)................ (3)................ (4)................ (5)............
(6)................ (7)................ (8)................ (9)................ (10)............

III. PLAN FOR THE YEAR

ITEM	Target		Description of items of supply	Supplies required and obtained				Achievement		Remarks
				to be made available through		finally obtained through				
	Units/ Quantity	Area to be benefited		Villages own resources	Outside help	Villages own resources	Outside help	Units/ Quantity	Area to be benefited	
1	2	3	4	5	6	7	8	9	10	11

COTTAGE INDUSTRIES

D.O. LETTER No. 1(4) (XXV)/58-PRG. II, DATED 5TH FEBRUARY, 1959, FROM SHRI P. M. MATHAI, DIRECTOR (INDUSTRIES), MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPTT. OF C.D.), NEW DELHI, TO SHRI P. K. DAVE, DIRECTOR OF INDUSTRIES, GOVERNMENT OF MADHYA PRADESH, PLANNING & DEVELOPMENT DEPTT., CIVIL SECRETARIAT BLOCK 'C', BHOPAL.

In pursuance of the recommendations of the Fifth Development Commissioners' Conference at Nainital the Development Commissioner of Small Scale Industry was requested by this Ministry to survey the industrial potentialities of the 26 Pilot Projects (Cottage and Small Scale Industries) started in the country.

Accordingly Economic Investigation Teams were constituted to conduct this investigation and one such team has completed the investigation of the Dabra and Sohawal Pilot Project (Cottage and Small Scale Industries) of your State. It has submitted detailed report which includes analysis of the available resources of the areas and the marketing possibilities of industrial products and has also made a number of useful recommendations. Three copies each of the reports are enclosed.

We hope the State Government will use this report to their fullest advantage and take steps for implementing the recommendations. We shall be glad to render any assistance in the matter, if required.

We shall be grateful if the views of the State Government on these reports and also a report on the action taken on the main recommendations contained therein are communicated to us. The Planning Commission would be willing to consider additional funds required for implementation of these recommendations. You are requested to send the necessary scheme for additional funds to the Ministry of Commerce & Industry as usual, with copies endorsed to the Planning Commission and this Ministry. The scheme should indicate separately the funds required for the next two years of the plan period.

A copy each of the reports* is sent to the Development Commissioner, Secretary Industries, and also the C.P.O. (Industries).

Receipt of the reports may kindly be acknowledged.

With regards.

Copy also to the Development Commissioner (Small Scale Ind.) Ministry of Commerce & Industry, New Delhi, Deputy Secretary, Ministry of Community Development and the Planning Commission.

*Not printed.

32—1 C.D. & C./61

LETTER NO. 1(1)(ii)/58-PRG. II, DATED THE 6TH FEBRUARY, 1959, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS/UNION TERRITORIES.

SUBJECT.—*Industries Programme—Continuance of financial assistance in respect of C.P.O. (Ind.) and his personal staff.*

I am directed to refer to para 3 of this Ministry's circular letter No. CPA/CI&C/112/55-Prg., dated 27-5-55, wherein it was stated that the finances for meeting the salary of the C.P.O. (Ind.) and his personal staff will be provided by the Ministry of Commerce and Industry for three years, and to say that the Planning Commission has now agreed that this special concession for payment of full salaries of the Community Project Officers (Industries) and their personal staff by the Central Government may be extended upto the end of the 2nd Plan period. A formal sanction letter in this regard will shortly be issued by the Ministry of Commerce and Industry.

LETTER NO. 1(6) (XXVII)/58-PRG. II, DATED THE 10TH MARCH, 1959, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS OF ALL STATE GOVERNMENTS/UNION TERRITORIES.

SUBJECT :—*Development Prog. of Cottage Industries—Utilisation of funds provided for the benefit of Poorer classes.*

I am directed to refer to this Ministry's letter No. 1(10)(VI)/58-Prg. II, dated 11th August, 1958 in which the purposes for which the amount ear-marked for cottage industries programme in the Schematic Budget of Stage I and Stage II Blocks have been specified. In this connection it may be stated that this amount is intended mainly for improving the skill of existing traditional artisans, providing employment to the landless labour class and other poorer sections of the village community by giving them loans and subsidies to improve and/or to start new industries.

It is accordingly emphasised that the amount provided for village and small scale industries in the Schematic Budget of Stage I and Stage II Blocks should be used in a manner that its maximum benefits accrue to the traditional artisans and other poorer sections of the village community.

LETTER No. 18(9)(53)/60-AGRI., DATED THE 11TH JULY 1960, FROM GOVERNMENT OF INDIA, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS/ UNION TERRITORIES.

SUBJECT :—*Extension Officer (Industries)—Functions thereof.*

I am directed to invite a reference to this Ministry's demi-official letter No. 14(6)/58-Prg. II, dated the 11th November, 1959, regarding the Job Chart of the Extension Officer (Industries). The job chart (copy enclosed for ready reference) has since been examined by the Committee set up by the Ministry of Commerce and Industry and has been generally accepted by them.

2. One of the State Governments had suggested that each Extension Officer (Industries) should work as honorary Secretary of at least one Industrial Co-operative Society in his Block. This was not agreed to by the Committee, who felt that while the Block Level Extension Officers must closely guide and help co-operative societies, they should not be specifically linked up with any particular unit.

3. Another State had suggested that the job chart of the Extension Officer (Industries) should include (a) organising, (b) supervision and (c) strengthening of Industrial Co-operative Societies. The Committee felt that the role of the Extension Officer (Industries) should in this respect be as indicated in para 2 above. They should work generally for organising, supervising and strengthening of Industrial Co-operatives.

4. There was also a suggestion by a certain State that investigations on the loan applications under the Co-operative Societies Act in the Block areas at present being attended to by the regular staff under the Assistant Director of Industries and Commerce, or the Village Industries Officers may be specifically entrusted to the Senior Inspectors of Co-operative Societies and the Extension Officers (Industries) instructed to assist them in working out the economies of the industries for which loans are applied for. The Committee considered this suggestion as very useful and it may be treated as a guideline to be acted upon wherever feasible. Subject to these modifications the job chart may now be treated as final and necessary instructions may kindly be issued for its adoption.

5. Copies of instructions issued may please be endorsed to this Ministry.

Enclosure.

Functions of the Extension Officer (Industries) for a Block

(i) His immediate task will be to study and assess the industrial potential of a block with respect to raw material; spareman-power, consumption pattern, potential and projected demand, market and skill available.

(ii) On the basis of the survey, he will plan what industries can be developed in the block to provide employment to unemployed and part time employment to under-employed and draw up schemes, in the order of priority to be implemented with the resources available from year to year.

(iii) Simultaneously with the survey work which is likely to take some time for completion, he shall take up for implementation of suitable schemes depending on the concentration of artisans and in accordance with available resources under the development programme of the various All India Boards, the Khadi and Village Industries Commission and the State Government.

(iv) He shall supervise and inspect the existing training centres, Industrial Co-operatives and other Government managed units for industries in the block.

(v) He shall organise industrial co-operatives amongst the rural artisans and render all possible assistance to them.

(vi) He shall render marketing assistance to the industrial units in the Block and for that purpose he will do the following things amongst others considered necessary :—

(a) To collect and cater marketing intelligence particularly taking into consideration the projected demand of the area generated by various development activities.

(b) To arrange with the mobile vans of the National Small Industries Corporation and State Vans for handloom products and Sales Depots and emporia etc. for sale of the products of the Block.

(c) To secure orders from Government concerns under the store purchase policy of the Government of India and the State Government with price preference to cottage industries products, through the Department Concerned.

(d) To arrange exhibition of the products of the block in fairs, festive occasions etc. for promotion of sales of products of cottage industries.

(e) To arrange pasting of posters and charts in prominent places as may be received from time to time from various agencies—advertising the cottage and small industries products.

(f) To maintain records of the retail dealers and whole salers and help establishing trade relations with them for the industrial units.

(g) To organise sales depots depending on resources available.

(h) To mobilise public opinion for consumption of products of cottage and small scale industries.

(vii) To render credit facilities to the individual enterprise and industrial co-operatives—from the Co-operative Banks and the State Government. For that purpose he will :

(a) Assess the credit requirements.

(b) Investigate into the loan application under State Aid to Industries Act and Co-operative Societies Act as and when necessary.

(c) Supervise the proper utilization of loans directly and also through help of Village Level Workers.

(viii) To render assistance for procurement of raw materials and particularly controlled commodities at reasonable price.

(ix) To render technical assistance. It is not intended that he will always render technical guidance himself. His main function will be to extend the latest technical know-how.

In this connection he will specially do the following things :—

(a) To ascertain the requirements of refresher training for village artisans and basic training in various trades and make proposals.

(b) To arrange for demonstration of improved technique by the mobile vans of the Small Industries Service Institute and stationing of mobile vans on peripatetic training parties.

(c) To organise training centre for rural artisans and assist in the matter of selection of candidates for training centre of the Block.

(d) To establish contact between the organisation of trained artisans and permanent training institutes in the State for getting solution of their problems.

(e) To maintain liaison with the research institutes through his Department and expand the latest knowledge to village artisans.

(x) To look after the following up programme of the trained artisans by organising co-operatives amongst them and render necessary assistance for obtaining credit, tools and equipment, raw materials and selling of finished goods.

(xi) To arrange supply of sewing machines and other tools and machines under the hire purchase system of sale introduced by the National Small Industries Corporation.

(xii) To organise handicrafts production units for the women and arrange for training for introduction of new crafts amongst them.

(xiii) To create an industrial bias amongst the villagers with stress on the importance of cottage industries and for that purpose to organise village leaders and artisans training camp and also to create a climate for consumption of village industries products locally with the active praticipation of village leaders and panchayats.

(xiv) He shall work in a team with all other Extension Officers in the block and with the co-operation of the Village level Workers under the leadership of the Block Development Officer for efficient discharge of his functions.

(xv) To maintain up to date records of all types of industrial units, whether government managed, privately owned or their production volume, market condition and ensure regular submission of comprehensive quarterly and annual progress reports according to proforma supplied in order to obtain a correct picture of the total development of industries in the block.

(xvi) He shall co-ordinate the development of cottage and small scale industries in the block and he shall be an agent at the block level for programmes of industries department, State Khadi and Village Industries Board and any other department responsible for development of cottage and small scale industries in the State.

(xvii) To do such other things as may be assigned to him and may be incidental or conductive to the industries programme in the Block.

EDUCATION/SOCIAL EDUCATION

D.O. LETTER NO. 5(1)(II)/59-PRG. II, DATED THE 14TH JANUARY 1959, FROM SHRI A. S. NAIK, JOINT SECRETARY, MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPTT. OF C.D.), NEW DELHI TO ALL STATE DEVELOPMENT COMMISSIONERS.

In our demi-official letter No. 21(1)/58-Prg. II, dated March 24/25, 1958, your attention was drawn to the necessity of limiting expansion of the building programme and insistence on the necessity of utilisation of existing facilities as against the creation of new ones. It was suggested that construction of ostentatious buildings should be avoided, the cost be kept as low as possible with use of local material and labour, the designs should be austere and the standard and the size of the building should be in consonance with rural traditions.

The question of school buildings had again come up in the meeting of the Central Committee held on the 6th December, 1958. The Prime Minister had observed that :—

> "the school building should consist of a modestly constructed single-room structure which could accommodate the equipment for the school and provide shelter during the inclement weather, the regular classes being held normally in the open air. This structure would serve as nucleus for possible expansion later."

I am sure necessary instructions must have been already issued by you but it will be worthwhile issuing more precise instructions regarding construction of school buildings on the above lines.

LETTER NO. 3(3) (III)/158-PRG. II DATED THE 5TH FEB., 1959 FROM GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT .OF COMMUNITY DEVELOPMENT), NEW DELHI, TO ALL DEVELOPMENT COMMISSIONERS.

SUBJECT :—*Supervision of the S.E.O. at the District Level.*

Please refer to my letter No. 3(3) (III)/58-Prg. II, dated 5th February, 59 in connection with the revised Job Chart of the Social Education Organiser. As will be seen from the chart, the work of the S.E.O. can be divided into two major categories namely: promotion of community organisations such as Youth groups, farmers' groups, interest groups, occupation groups as associate groups to the Panchayat and the training of Village Leaders for promoting these organisations and implementing the development programme through them. The second category of work is the promotion of Adult Education Programme of literacy, Libraries, reading rooms, audio-visual aids and cultural and recreational programme.

One question that needs to be considered in making the revised job of the S.E.O. more effective, is the nature of the technical supervision that is to be provided. It is suggested that at the District level his work in relation to promotion of community organisations in the Block be supervised by the District Panchayat Officer wherever one exists. Our Commissioner of Panchayats is planning to organise training of these officials in the promotion of community organisations besides training them in the working of the Panchayats. It is further suggested that the work in relation to Adult Education and promotion of activities of reading rooms, libraries, literacy, cultural programme etc. be supervised at the District level by the District Social Education Organisers wherever they exist. It is hoped that details of supervision will be worked out in such a way that both the District Officers can give effective guidance to the S.E.O. without overlapping of work. The administrative control at the Block level will remain with the Block Development Officer as before.

We shall be interested to know the steps that you propose to take to implement the above mentioned arrangement.

With kind regards.

Letter No. 16/22/58-TRG-II, dated the 2nd January, 1960, from Government of India Ministry of Community Development & Co-operation (Department of Community Development) New Delhi, to the Assistant Secretary to the Government of Bombay, Political & Services Department, Government of Bombay, Sachivalaya, Bombay.

Subject :—*Short term training in Pedagogy for untrained Social Education Organisers.*

With reference to your letter No. TRG-1958/71974-X dated the 30th July, 1959 seeking approval of the Ministry for debiting to the Community Development budget the expenditure on pay, allowances and travelling allowance of Social Education Organisers to be deputed for a short term training in Pedagogy at the Teachers' Training institute, kindly note that as there is not separate provision made in the budget for giving training to the Social Education Organisers in Pedagogy beyond the regular training in Social Education at the Social Education Organisers' Training Centres, the Ministry is not in a position to accord the sanction asked for. This need not, however, be taken as disapproval of the proposal to train in Pedagogy the Social Education Organiser placed in the Education cadre. If any State decides to place the Social Education Organiser in the Education cadre it is imperative that the Social Education Organiser should have training in Pedagogy

to qualify himself for promotion in that Department. In such case it is but appropriate that the State Government make the necessary budget provision for training of the Social Education Organiser in Pedagogy under Education Department.

LETTER NO. 3(2)(2)/60-PRG. DATED THE 22ND JULY, 1960. FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT & CO-OPERATION (DEPARTMENT OF COMMUNITY DEVELOPMENT), NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS/ UNION TERRITORIES.

I have to invited reference to this Ministry's circular No. 3(1)(ii)/59-Prg. II dated 3-11-1959, forwarding copies of three job charts in relation to Panchayat Extension Work, Community Organisation, education organisers work. Comments of most of the State Governments/ Administrations have been received and, by and large, they have generally accepted the job charts, except for suggesting some additional duties of supervision and inspection in connection with the work relating to Panchayats.

Most of the State Governments, where there are separate functionaries for Panchayat Extension work, have suggested that those functionaries should, in addition to the duties enumerated in the job charts, attend to the following work also.

(i) Education of the members of Gram Sabhas and Gram Panchayats in functions, responsibilities, powers, resources and procedure of working the Gram Panchayats and Gram Sabhas.

(ii) Assistance to Panchayats in assessment, levy and collection of taxes; maintenance of demands, collection and balance statements, preparation of administration reports and compilation of accounts.

(iii) Inspection, supervision and checking of accounts.

(iv) Enquiry into complaints connected with the administration of Panchayats.

These suggestions have been considered and added to the job chart of the Panchayat Extension Officer. In this connection it needs to be emphasised that inspection of Panchayat accounts should be a general nature and should not include audit.

As has been pointed out earlier, there are four distinct types of work which have to be attended to in the field of Social Education (including adult education) and Community Organisation (including Panchayat and Associate Organisations) namely—

(i) work relating to Panchayat;

(ii) work relating to promotion and guidance of community and Associate Organisations;

(iii) recreational, cultural and social activities; and

(iv) literacy and adult education.

These jobs are to be so blended together that they bear the best possible results in the promotion both of Social Education and Panchayatiraj. No common method of doing so can be indicated as the organisational pattern differs from State to State. In some States there are separate Panchayat Extension Officers and Social Education Officers; in others the two posts have been merged, while in others no post of Panchayat Officer has yet been created. In some States the jurisdiction of the Sub-Inspectors of Schools has been made co-terminus with that of the Blocks and S.D.Is. can, as full members of the Block team, take over the work relating to adult education, literacy, libraries and reading rooms without much difficulty. If this pattern can be adopted by other States also, this work can, in consultation with the State Education Departments be easily transferred to S.D.Is. relieving the Social Education Organisers to concentrate on Social Education and the promotion of community and Associate Organisations.

The other two job charts relating to Community Organisations and adult education etc., have been further amplified. All the job charts may now be finalized to suit local conditions. As decided at the Srinagar Conference on Community Development, the entire work has to be apportioned among the different functionaries by each State depending on the number of functionaries available and the quantum of work. Copies of the job charts as finally adopted for the State may please be sent to the Ministry in due course for information. In amalgamating and finalising the job charts it may be ensured that as far as possible there is no overlapping of functions and duties are precisely defined.

Enclosed please find the revised job charts for promoting (i) Panchayat work; (ii) Community Organisations; and (iii) Adult Education and recreation.

ENCLOSURE I.

Job Chart of Panchayat Extension Organiser.

With the adoption of Panchayats as basic organisations, the Panchayat Extension Organiser has the following duties to perform :—

1. Where panchayats do not exist, he has to explain to the people their importance till they are persuaded to form one.

2. He has to study first the actual working of existing Panchayats and then through extension methods to improve their working by gradually helping the people to reduce their shortcomings and increasing their strong points.

3. He has to persuade the panchayat to work in greater consultation with the Gram Sabha, rather than in isolation.

4. For more detailed attention to different facets of work, he has to persuade the panchayat to form the necessary sub-committees or local committees.

5. He has to give ideas to the Functional Sub-committees as to how they can profit by encouraging the growth of associate organisations, and explain their mutual relationship.

6. He has to assist panchayats in the initial stages in the broad framework of the budget. He has also to help panchayats to appreciate the importance of fixing priorities such as would satisfy the local urges as well as fulfil the national plans and that the programme should benefit community as a whole—specially the weaker section. The importance of the production programme, particularly in agriculture and village industries has to be stressed.

7. He should help panchayats in the early stages to draw up programmes of work and fix time schedules so as to keep up the tempo and achieve results according to their decisions.

8. Educate the members of Gram Sabhas and Gram Panchayats in functions, responsibilities, powers, resources and procedure of working the Gram Panchayats and Gram Sabhas; and on important aspects and implications of the State Panchayat Law.

9. He has to emphasise the great importance of self-reliance and mutual aid, coupled with organised community labour, in achievement of community benefits.

10. Assist panchayats in assessment, levy and collection of taxes, maintenance of demands, collection and balance statements, preparation of administration reports and compilation of accounts.

11. Inspect, supervise and check accounts in a general way. This however should not amount to audit of accounts. Audit would be arranged by the State Governments through separate departmental agency.

12. Conduct enquiry on complaints connected with the administration of Panchayats as may be entrusted to him.

13. Where, despite repeated education, panchayats persist in flouting the provisions of the law, the Extension Worker has to take up the matter with the District Panchayat Officer through the B.D.O. for necessary action. (Who ultimately will enforce correctional steps, will be a matter depending upon how individual State Governments have provided for in their rules. Ordinarily, the B.D.O. will have to be in charge of panchayat development in his area and as such responsible for some of the remedial measures except those of audit and its follow up. To that extent, the Panchayat Extension Officer would have to function as the agent of the Block Development Officer in making individual panchayats conform to the required rules, regulations, etc. This is the point where extreme care will be necessary so that the extension functions do not get subordinated to the regulatory functions. How precisely this will work out in actual practice is a matter to be carefully watched and studied and reviewed from time to time.)

Enclosure II

Job Chart for Education, Recreational and Cultural Part Relating to Adult Education of the Social Education Organiser's Work which he has to attend to when there is no Block Education Officer.

1. Promotion of the programme of Adult Education including literacy, libraries and reading rooms with the help of the school teachers.

(a) To organise literacy and post-literacy classes for adults, giving special attention to the age group 12 to 35.

(b) To promote literacy campaign during summer vacations.

(c) To arrange educational programmes aimed at removal of illiteracy, promotion of health education and education in citizenship. As far as possible this programme should be carried out through demonstrations and actual life experiences.

(d) To arrange for training of teachers in literacy and post-literacy work.

(e) To organise examination in literacy and general education subjects as and when prescribed.

(f) To organise follow up activities with a view to prevent relapse into illiteracy and ignorance such as writing of wall papers, editing local news bulletins, setting of rural circulating libraries, etc.

(g) To distribute educational material such as charts, newsletters, wall-news sheets, pamphlets, etc., through an organised library service, or otherwise where no such service exists.

(h) To organise libraries and reading rooms as a continuation of the literacy and post-literacy programme for youth and adults.

2. To promote the school as a community centre for recreational, cultural and educational activities for youth and adults during non-school hours. The programme of the village library, reading rooms, radio listening sets, folk songs, folk dances, bhajans, kirtans, educational exhibitions etc., with the help of audio-visual aids should be organised to provide necessary facilities for developing the school as a focus of education in the life of the community.

3. As an integral part of the programme of literacy, it is necessary to encourage the community with the help of the panchayat and its Education and Social Education Sub-committee to take active interest in the enrolment of those children who do not attend school. This will contribute materially towards the prevention of the backlog of illiterate adults in the coming years.

4. To associate with the Panchayat Extension Officer, Organiser in charge of Associate Organisations and others, as a member of the Development Team, in promoting the programme of Community Development.

Enclosure III.

Job Chart for Promoting Community Organisations (Mainly Associate Organisations)

With the introduction of the programme of Panchayati raj, the promotion of Associate Organisations will become the major responsibility of the Social Education Organiser.

1. The major responsibility of the functionary will be to promote Associate Organisation, such as the youth organisations, the women's organisations and other interest groups formed on voluntary basis. The functionary can fulfil these responsibilities by attending to the following :

(a) to encourage Block Samitis (BDC) to form Education and Social Education Sub-committees wherever they do not exist;

(b) to encourage village panchayats to form Education and Social Education sub-committee, or Social Welfare Sub-committee, as the case may be, in terms of the available number of members and their interests;

(c) to act, if required, as Secretary to the Education and Social Education Sub-committee of the Panchayat Samiti;

(d) to help stabilise the existing Associate Organisations and promote activities of education, recreation, occupational and cultural development as a step towards assuming further responsibilities for the promotion of Community Development programme through the Functional Sub-committees of the Panchayat;

(e) to help develop new Associate organisations wherever they do not exist.

2. As the youth form the back-bone of a progressively growing community, it is necessary to concentrate on the promotion of youth organisations to serve as a source of social education among the youth and as a means of relating the youth to the interest of the community. Following steps need to be taken :—

(a) To promote youth programmes based on (i) group competition pursuits; (ii) spontaneous creative expression and (iii) recognition of merit. The programme of youth should be for the youth and by the youth, who should be encouraged to formulate their own activities. The worker should assist and guide them to develop on right lines.

(b) To promote community service programme and production activity programme once the interest of the youth is crystallised in their organisation.

(c) To help the panchayat to organise a youth festival once year to provide incentive and recognition to youth.

(d) To work with the Block Samiti (BDC) to develop a plan of co-ordination of the activities of youth in different villages at the Block level. This should include programme of inter-village competition and youth festivals once a year at the Block level.

(e) To associate school teachers closely in the activities of youth organisations.

3. To organise training courses for youth workers, youth teachers in the promotion of youth organisations on the lines of Gram Sahayaks' Training Camps.

4. To associate actively with the non-official training programmes including the Gram Sahayaks' Training Camps, to promote the formation of Associate Organisations with their assistance. Every Gram Sahayak, after attending the camp, must be encouraged to continue his interest in Community Development programme through close

collaboration with the concerned Associate Organisations in his village. This should form an integral part of the follow-up programme of the training of non-officials.

5. To promote adult education programme with the help of the Associate Organisations.

6. To organise and encourage recreational and cultural activities of folk dance, drama, kathas, kirtans, bhajans, exhibitions and melas, physical activities like games, sports, akharas through the activities of the Associate Organisations.

7. To perform administrative duties so far as they may be entrusted to him and which relate to the programme of Associate Organisations including (a) maintenance of records and registers; (b) submission of reports on the progress of social education and other activities organised by these associations, and (c) supervision of the activities of the field assistants including the school teachers, youth workers, youth leaders, etc. in this programme.

8. (a) To promote the use of audio-visual media through film strips, lantern-slides, projection material, posters, gramophone records, exhibitions, etc.

(b) To assist other extension workers in communication of ideas to the people through the use of various audiovisual aids for effective propagation of the programme of Community Development among villagers.

(c) To arrange for proper utilisation of radio sets by organising radio listening groups.

9. To corelate Social Education with Primary and Basic Education and to associate in their spread and improvement of standards.

10. To carry out such other work as is entrusted to him from time to time.

RURAL HOUSING

LETTER No. 14(21)/59-PRG. I, DATED THE 8TH SEPTEMBER, 1959, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT AND COOPERATION, (DEPTT. OF C.D.) NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Rural Housing.*

One of the recommendations made by the Mysore Conference on Rural Housing was :—

> "One or two model houses may be constructed in such villages for demonstration. These houses may be used for the public purposes of the village such as school, or quarters for V.L.Ws. or the school teacher".

2. As pointed out in this Ministry's letter No. 22(4)/58-Prg. I, dated the 29th December, 1958 the policy of this Ministry is "that the buildings constructed in blocks should fit in with the local environements and be simple in design and execution. In place of urban specifications which are applied to rural areas, new specifications should be devised for each region, but these need not be rigidly adhered to, local adaptations being made as necessary".

3. It is not clear whether this policy has been given any practical shape, but if nothing tangible has been done, it is suggested that, as recommended by the Mysore Conference, a beginning may be made with the V.L.Ws' quarters. If these quarters are to serve as model houses for the villagers, you will agree that they must be in tune with rural surroundings and also meet the villagers' needs. For instance, a flat R.C.C. or R.B. roof on a V.L.W's quarter may look somewhat out of harmony in a village where private houses have sloping tiled/thatched roofs. To subserve the purpose of a model, it may therefore be necessary to relax the P.W.D. standards and specifications. This may incidentally enable larger floor space to be provided for the houses in some cases.

4. The following are some of the points which may be kept in view during the construction of these houses :—

(i) maximum use of locally available materials;

(ii) ease of construction, avoiding, to the maximum extent possible, the use of skilled labour, which is usually not available in rural areas; and

(iii) observance of simple building rules, *e.g.*, minimum uncovered area, light, ventilation, smokeless chulahs, sanitary latrines, etc.

5. I am to suggest that a beginning on Village Level Worker's houses yet to be constructed may be made on the above lines and a similar policy adopted in respect of schools and quarters for the school teachers, even though some slight increase in maintenance cost may have to be reckoned with on this account. Any disadvantages involved in such adjustment in specifications are sure to be counter-balanced by the wider emulation that the new approach will promote.

LETTER NO. 16(2)(1)/60-PRG. DATED THE 20TH JULY, 1960, FROM THE GOVERNMENT OF INDIA MINISTRY OF COMMUNITY DEVELOPMENT AND COOPERATION, (DEPTT. OF C.D.) NEW DELHI, TO THE DEVELOPMENT COMMISSIONERS, ALL STATE GOVERNMENTS.

SUBJECT :—*Rural Housing.*

May I invite a reference to paragraph 4(iii) of this Ministry's letter No. 14(21)/59-Prg. I of the 8th September, 1959, wherein it was suggested that simple bulding rules, *e.g.*, minimum uncovered area, light, ventilation, smokeless chulahs, sanitary latrines, etc., should be adopted in the construction of Village Level Workers' quarters.

2. It has come to our notice, however, that smokeless chulahs/ sanitary latrines are not being provided in the Village Level Workers' quarters in some cases, and one of the reasons sometimes advanced for this is that the monetary ceiling fixed for these quarters is too low to permit provision of smokeless chulahs and sanitary latrines. Various designs of cheap smokeless chulahs and sanitary latrines have been evolved during the last few years, and I am sure you will agree that the small extra cost involved in providing these conveniences will more than justify itself by greater cleanliness and healthier environment that it is bound to result in. Designs of such chulahs and latrines suitable for the needs of your rural areas must have been prepared by the State department concerned. We had also forwarded to you type designs of a smokeless chulah with out letter No. 29(35)/1/56 /Prg. of April 11, 1957 and of a cheap and simple hand-floushed latrine with our letter No. 2(6)/30/59-Prg. II of September 22, 1959. In case you need copies of these designs, I shall be glad to send you some.

3. It is suggested that for all future constructions, provision for the cost of such chulahs and latrines must invariably be made as essential item in the estimate itself and these items should not be regarded as frills to be provided or not according to individual feelings on the subject. For buildings already constructed, in blocks where all the Rural Housing funds have not been fully utilized so far, it may please be considered whether a first charge on the funds available should not be providing these chulahs and latrines in these buildings even if it

entails a reduction in the total number of buildings still to be constructed. Even in blocks where the entire allocation under Rural Housing has been utilized, it is hoped that the State Government will be able to find the additional funds required for providing these essential conveniences as the block budget, after all, has only nucleus funds and these two facilities are an 'essential must' for every house. It will be difficult for the Block Staff to sell these facilities to villages, when the Block itself does not set an example in the right direction.

4. I would request that, if there be no objection, suitable instructions on the subject may please be issued at an early date.

GIPN—1M of G.D. & C./61—15-2-62—2,000.